

**City of East Bethel
City Council Agenda
City Council Regular Meeting
Date: December 27, 2023 at 7:00 p.m.**



This City Council meeting may be monitored live via the following means:
Cable Channel 10, MidcoTV Channel 77, or the City of East Bethel YouTube channel
(www.youtube.com/channel/UC8_7ShcME-XG14pN5JrmBGg/live)

7:00 PM

- 1.0 Call to Order**
- 2.0 Pledge of Allegiance**
- 3.0 Adopt Agenda**
- 4.0 Presentations and Public Hearings**
 - A. 2023 EDA Annual Report (p. 3-5)
 - B. ACSO Monthly Report (p. 6-13)
 - C. Fire Department Monthly Report (p. 14-18)
- 5.0 Public Forum**
- 6.0 Consent Agenda (p. 19-20)**

Any item on the consent agenda may be removed for consideration by request of any Council Member and put on the regular agenda for discussion and consideration

 - A. Approve Bill List (p. 21-25)
 - B. Approve Bill List: 2024 Invoices with checks processed 1/2/24 (p. 26)
 - C. Minutes, November 15, 2023 Town Hall Meeting (p. 27-47)
 - D. Minutes, December 11, 2023 City Council Meeting (p. 48-76)
 - E. Res. 2023-95, Setting 2024 LBAE Meeting Dates (p. 77)
 - F. Approve 2024 Garbage Haulers Licenses (p. 78)
 - G. Res. 2023-81, Approve 2024 Fee Schedule (p. 79-89)
 - H. Approve Hire of Paid on Call Firefighters
 - I. Accept Retirement of Paid on Call Firefighter (p. 90)
 - J. Voluntary Cost Sharing Agreement for Anoka County Regional Economic Development (ACRED) (p. 91-104)
- 7.0 New Business - Commission, Association and Task Force Reports**
 - A. Planning Commission
 - 1. Ord Change: Section 28, Architectural Standards (p. 105-132)
 - B. Economic Development Authority
 - C. Park Commission
- 8.0 Department Reports**
 - A. Community Development
 - B. Engineer
 - C. City Attorney
 - D. Finance
 - E. Public Works

- F. Fire Department
- G. City Administrator

9.0 Other

- A. Staff Report
- B. Council Reports
- C. Other

10.0 Adjourn

City of East Bethel
City Council Regular Meeting
Date: December 27, 2023



Date: December 27, 2023

Agenda Item Number: 4.0 A

Agenda Item: 2023 EDA Annual Report

Requested Action: Informational only

Background Information:

Julie Lux, East Bethel EDA President, will present the 2023 EDA Annual Report to City Council.

Recommendation: Informational only

Attachment:

1. 2023 EDA Annual Report

City Council Action:

No Action Required: X



2023 Economic Development Authority Annual Report December 27, 2023

The East Bethel Economic Development Authority serves as an advisory body to the City Council to promote, review, and make recommendations as to marketing and promotion initiatives, business retention activities and economic development projects.

The EDA has been involved in various stages of and has assisted and facilitated in the following projects during the 2023 calendar year:

- **Elevage Second Addition** – The Elevage project is a 212 unit town home development, complete with a clubhouse and swimming pool along with walking trails that provide access to commercial services and connect with adjoining properties to create a trail system that will serve the south eastern quadrant of the Hwy 65/Viking Blvd area. Site work for the project is well underway with grading, dewatering and utility to be completed yet this winter. This project is estimated to provide \$1,097,600 in city water and sewer connection fees and approximately \$187,000 in annual property tax revenues.
- **Hidden Pines/ Hidden Prairie (East Bethel Blvd/198th Ave)** – The Preliminary Plat for a 10 lot rural residential development (Hidden Pines) was approved by the Planning Commission on December 27th, 2022 and City Council on January 9th, 2023. The developer purchased adjacent land and resubmitted a new concept plan (Hidden Prairie) in July 2023 with an additional 7 lots. A Preliminary Plat, based on the approved concept plan, is expected in early 2024.
- **Wasche Commercial Finishes (21335 Aberdeen St NE)** – Constructed in 2004, it is the offices and headquarters for a commercial painting company that designs and develops tools for the painting industry. Currently there are 40 employees and the business has outgrown its current facility. They have purchase the land east of them with the intent on construction of a 7,200 square foot building. In addition they have completed an additional 1,400 square foot outdoor cold storage addition to the main building and fenced storage area for parking of company vehicles. Although the 7,200 square foot building has not been started the additional items were complete in June 2023.
- **Holiday Station Store Site Plan Review (1341 187th Ln NE)** – The Speedway convenience store at the intersection of 187th Lane and Highway 65 was demolished and a new Holiday Station Store was constructed on this site which opened on October 11th, 2023.
- **Kwik Trip (18755 Sandhill Parkway NE)** – The construction of a new Kwik Trip Service Station was completed with a grand opening was November 9, 2023 and with the ribbon cutting ceremony on November 15, 2023.
- **A-Blast. Inc. Sandblasting (21473 Johnson St NE)** – The city received an application in May 2023 for the expansion to the existing business which added space to conduct powder coating operations and cold storage. The new owners completed the expansion in August 2023 and relocated, Corieocity Coatings, from Elk River, MN to the East Bethel Johnson St NE location.

- **NEXUS Family Solutions (900 189th Ave NE)** - With the City Council approval of conduit bond financing, NEXUS Family Solutions was able to purchase the former Cambia Hills site. A ribbon cutting and grand opening ceremony was held on November 8, 2023. The re-opening has restored a vital Psychological Residential Youth Treatment Service and add back the opportunity for 90 jobs that were lost with closure of the facility in May of 2021. Additionally the city has received all the fees due which include:
 - Bond Participation Fee - \$100,000
 - Current Water Bill - \$527.28
 - Special Assessment for the 189th Ave Project - \$ 180,042.02
 - Legal Fees to the City of East Bethel - \$3,165.00
 - A Payment in Lieu of Taxes (PILOT) in the amount of \$24,000 (due in 2024)
 - Payment for 2nd Half Special Assessment have been made to Anoka County.

- **Designing Earth Contracting, Inc. (1282 187th Ln NE)** – This mass site work, excavation, specialty contracting and utility installer is in the process of relocating to and constructing a new headquarters. Construction began in mid- July and they are expected to complete in move in to the new location in early 2024.

- **Strandlund Farm (2836 221st Ave NE)** – On November 13th, 2023 the City Council approved the Preliminary Plat for a Single Family Home subdivision at the corner of 221st Ave NE and Luan Dr. NE. This plat consists of 20 lots and the Final Plat is expected to be received in January 2024.

- **Viking Meadows (1788 Viking Blvd NE)** - Capstone Homes, Inc. has submitted all required materials necessary for Preliminary Plat Application for a 242 unit single family home subdivision and redevelopment for the Viking Meadows property. The Planning Commission at its November 28, 2023 meeting recommended approval to the City Council.

- **Matt’s Plumbing Solutions (18651 Buchanan St NE)** – A licensed commercial and residential plumbing contractor, serving the Twin Cities Metro and surrounding area since 2009, based out of Columbus, MN has purchased the existing Designing Earth Contracting location with the intent to relocate his growing business.

- **TEAM Drywall (18533 Buchanan St NE)** - TEAM Drywall, Inc., an East Bethel residential based commercial drywall company for over 32 years has purchased 18533 Buchanan St NE (formally Northern Asphalt) with the intent to grow and expand operations.

- The City has issued 14 single family home building permits through November 31, 2023 as compared to the 19 single family home building permits issued in 2022.

The City has issued 3 new commercial permits through November 31, 2023 as compared to the 3 commercial permits issued in 2022.

Permit fees received in the City’s Building Department as of October 31, 2023 were \$495,013. Through the same period for 2022, those revenues were \$328,000.

Overall the city has issued 1,325 building permits through November 31, 2023. In comparison there were a total of 1,234 permits in 2022. The most notable increase in permit data shows up as roofing permits. The city has issued 425 roofing permits as of November 31, 2023 which is in direct correlation to the significant hail storm event the region experienced in August 2023.

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: December 27, 2023

Agenda Item Number: Item 4.0 B

Agenda Item: Sheriff's Department Report

Background Information:

Sergeant Andrew Lindberg will present the Anoka County Sheriff's Office monthly report.

Attachment(s):

1. Sheriff's Office November Report
2. CSO Report of Activities
3. CFS Report

Fiscal Impact:

Recommendation(s): No Action Required

East Bethel City Council Report

November 2023



Good evening, Mayor, council members, my name is Andrew Lindberg, and I am a Sergeant in our patrol division.

November had a total 401 calls for service which was on par with our other monthly averages throughout the year. Deputies responded to 1 burglary, 5 thefts assaults, and one assault. There were 30 total arrests made in East Bethel and deputies' traffic enforcement efforts resulted in the issuance of 27 traffic citations on our city roads.

Some notable calls our deputies have handled this past month include:

Deputy Wicklund-Robbery

On 11/4/23 at 2140 hrs. Deputies were dispatched to an address in the 200 block of Elm Road on a report of a burglary in progress involving a weapon. Remarks provided to our deputies advised that 5 people had entered the caller's house with a handgun and demanded money. Prior to our arrival, our deputies learned that the suspects had fled in a silver SUV 15 minutes prior to call time. Deputies secured the scene and obtained witness statements from the victims. It was determined that a laptop and several phones were taken during the crime. Deputies contacted CID and CSU who processed the scene for any evidence. Our detectives then took over the investigation. Earlier this month, CID informed me that several arrests had been made related to this incident but that they were still actively pursuing all leads. The investigation is still ongoing.

Deputy Drangeid-DWI

On 11/4/23 at 2229 hrs., Deputy Drangeid responded to the area of Hwy 65 NE/ 237 Ave NE on a report of an intoxicated driver being followed by a concerned motorist. The 911 caller reported that the vehicle was driving 38 mph and saw it hit a road sign and drive into the ditch. The caller directed Deputy Drangeid to the vehicle parked in a driveway near the 2300 block of 224 Ave NE. Deputy Drangeid pulled up behind the vehicle and activated his lights. Deputy Drangeid spoke to the driver who said he had pulled into the wrong address by mistake. While speaking with the driver, Deputy Drangeid noticed signs of alcohol impairment. The driver admitted to drinking one tall beer earlier in the evening. Deputy Drangeid then asked the driver if he recalled hitting any signs while driving. The driver said "no," but Deputy Drangeid could clearly see heavy damage on the passenger side rear quarter panel, rear passenger door

and front passenger door. The passenger side mirror had also been broken off. Deputy Drangeid had the driver step out to perform SFSTs which he ultimately failed. A preliminary breath test was offered which reported a value of .28. The driver was arrested and transported to ACSO for an evidentiary breath test. The final breath test indicated a BAC of .27. The driver was transported to Jail and released without incident. He was booked for 3rd degree DWI and over .08.

Deputy Johnson-DWI

On 11/11/23 at 2348 hrs. Deputy Johnson was on routine patrol in the 21000 block of Hwy 65 NE when he stopped a Chevrolet Equinox for an equipment violation. Upon contacting the driver, Deputy Johnson noticed signs of alcohol impairment. The driver admitted to consuming alcohol several hours prior to driving. Deputy Johnson had the driver exit the vehicle and perform SFSTs which she ultimately failed. The driver PBT .13 and was arrested for DWI. She was transported to the sheriff's office where she submitted to an evidentiary breath test which resulted in a .11 BAC. The driver was transported to jail and charged with 4th degree DWI and over .08.

Deputy Johnson-Stolen vehicle

On 11/24/23 at 2235 hrs. Deputy Johnson was westbound on Viking Blvd NE near 195th when he observed a Ford pickup truck traveling eastbound toward him with its passenger side tires crossing the southern fog line. Deputy Johnson turned around and began following the vehicle for driving conduct. When he did that, Deputy Johnson saw the vehicle accelerate to 86 MPH. Almost simultaneously, Deputy Johnson heard our dispatch center advise of a freshly stolen Ford pickup truck that had been taken from a local business in Ham Lake. Deputy Johnson aired this information and began pursuing this truck, believing it was the stolen vehicle from the recent broadcast. While following this truck, the vehicle fled north on Lever and Isetta Streets before turning westbound onto Viking Blvd. By this time, assisting deputies had successfully deployed stop sticks to deflate the tires of the truck. As the truck continued westbound on flat tires, it turned north onto Hwy 65 and continued to flee. Deputies continued to pursue this vehicle with the assistance of the State Patrol's helicopter and eventually utilized a PIT maneuver to stop it in the City of Cambridge. Deputies arrested a male and female as a result of this chase. Both were booked into jail for several related felony level offenses.

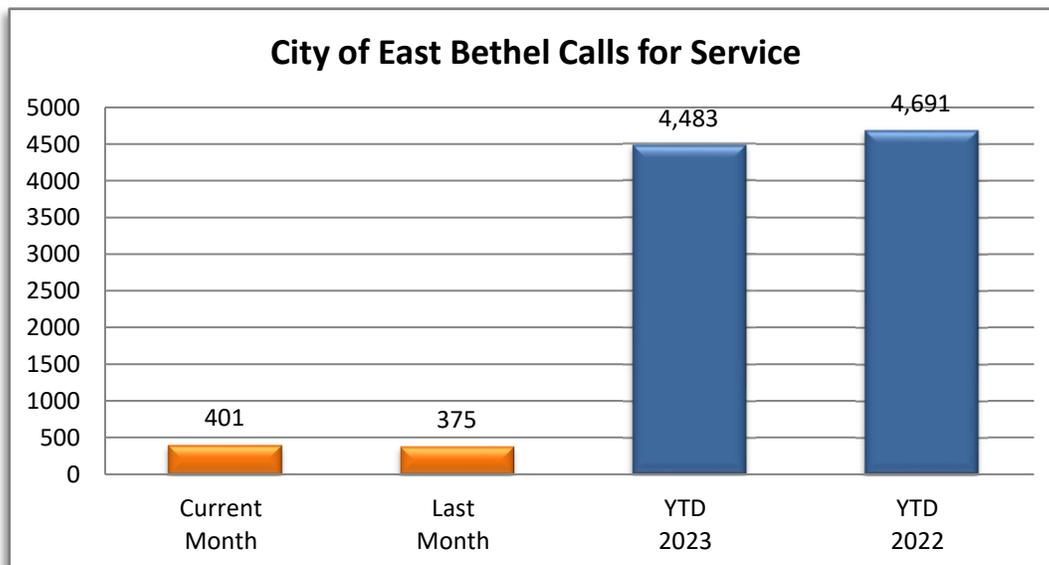
****ACSO made 5 alcohol related driving arrests in the month of November. As we approach the new year, we will continue to concentrate our efforts on removing impaired drivers from our roads. Please plan for a sober ride home if you plan on consuming any alcohol over the holiday. Have a safe and happy New Year!****

Thank you for allowing me to provide a quick update regarding last month's activities.

PATROL DIVISION

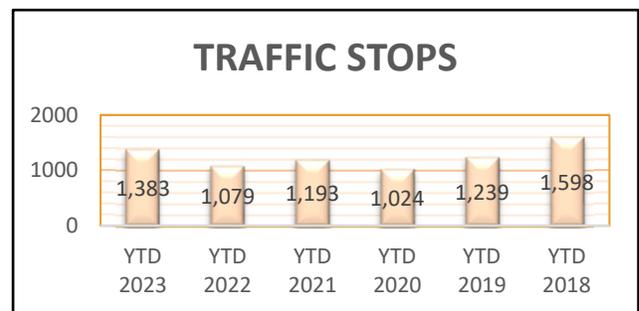
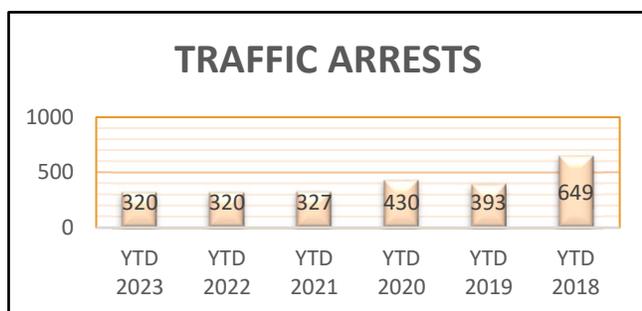
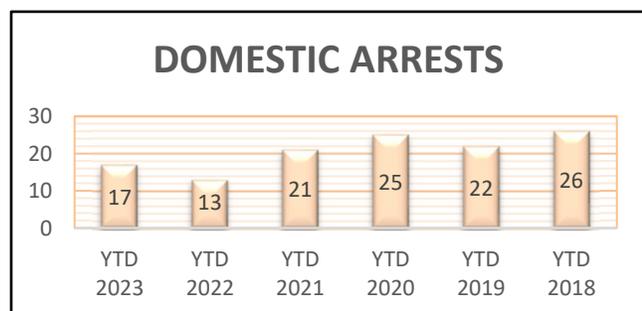
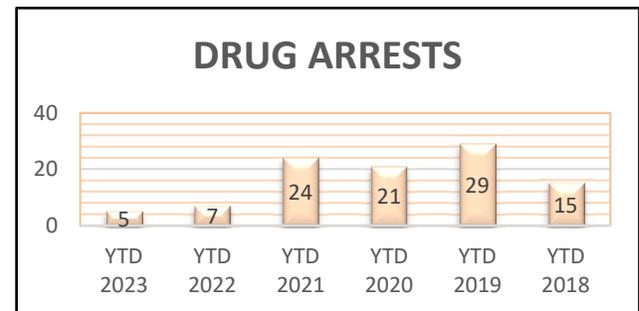
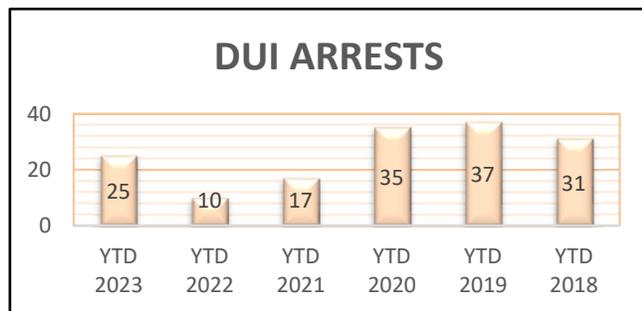
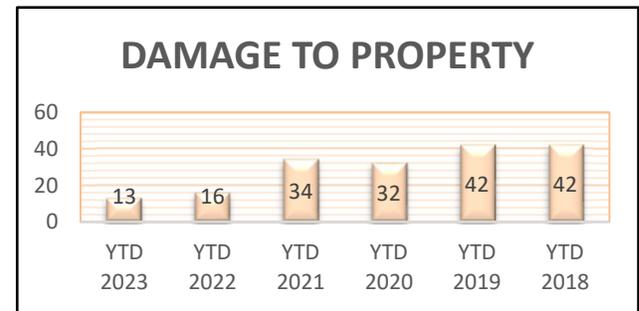
CITY OF EAST BETHEL - NOVEMBER 2023

OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2023	YTD 2022
Calls for Service*	330	360	357	457	485	476	455	411	376	375	401		4,483	4,691
Burglaries	1	0	0	1	3	1	2	1	1	2	1		13	10
Thefts	8	1	7	8	8	2	9	3	5	8	5		64	46
Crim Sex Conduct	1	3	0	0	0	1	1	1	0	0	0		7	6
Assault	0	1	3	1	4	4	1	1	4	4	1		24	10
Dam to Property	0	2	1	1	2	1	1	1	3	1	0		13	16
Harass Comm	0	0	0	0	0	0	0	0	0	0	0		0	1
PI Accidents	8	9	4	5	2	4	2	5	8	4	5		56	58
PD Accidents	19	18	15	14	18	19	16	10	8	16	22		175	178
Medical	59	60	54	60	61	50	70	57	56	58	72		657	570
Animal Complaint	35	31	16	27	30	31	25	17	31	32	20		295	275
Alarms	12	12	14	25	14	23	26	15	11	17	14		183	227
Felony Arrests	0	1	2	2	4	1	4	0	0	1	4		19	10
Gross Misd Arrests	5	5	3	4	2	0	3	2	5	6	6		41	18
Misd Arrests	8	5	5	2	5	7	6	5	6	4	7		60	51
DUI Arrests	2	5	3	3	0	0	2	1	4	0	5		25	10
Drug Arrests	0	0	1	1	0	0	1	1	0	1	0		5	7
Domestic Arrests	0	0	3	1	3	3	1	0	2	3	1		17	13
Warrant Arrests	1	4	5	9	3	2	11	2	5	6	7		55	25
Traffic Stops	190	125	144	186	111	86	112	103	92	109	125		1,383	1,079
Traffic Arrests	28	17	37	77	19	18	22	28	17	30	27		320	320



CITY OF EAST BETHEL

YEAR TO DATE - NOVEMBER 2018-2023

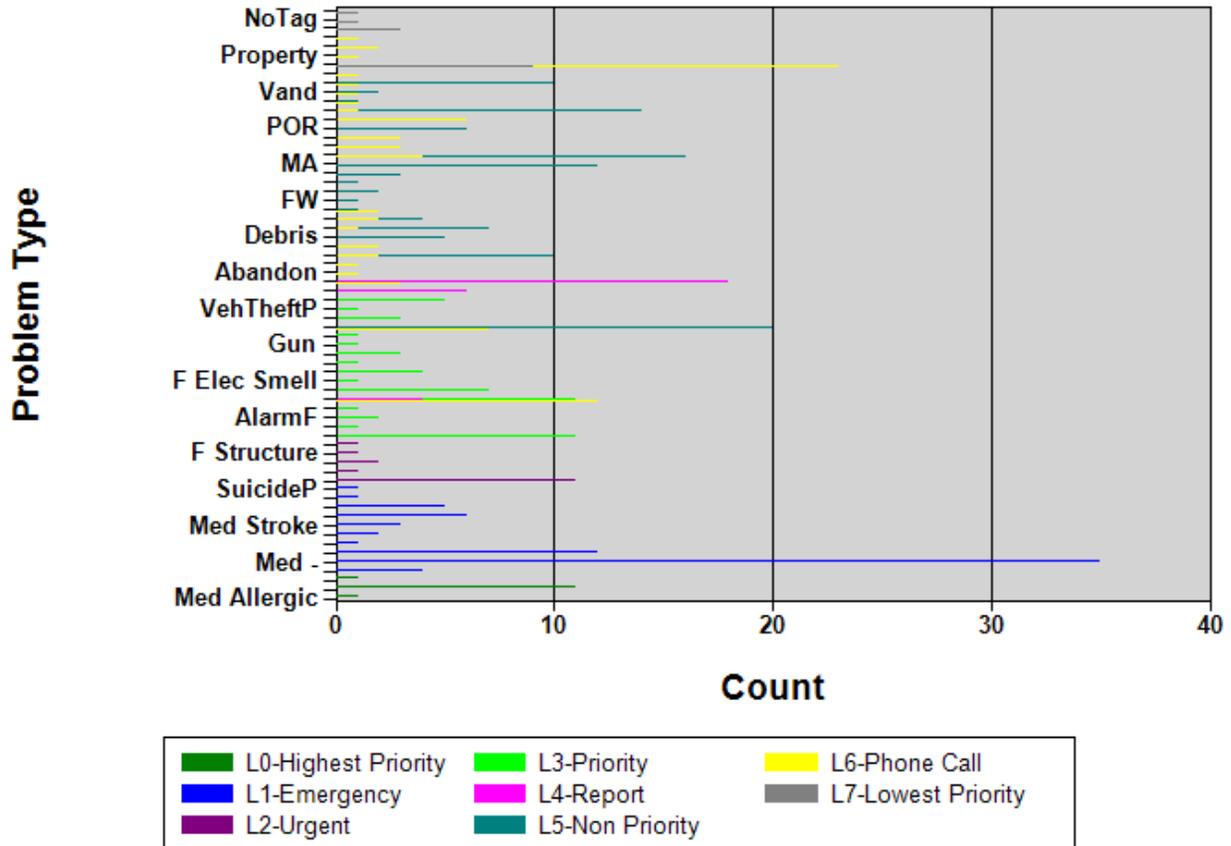


Problem Type Summary

3:45 PM 12/07/2023

Data Source: Data Warehouse

Agency:	LAW ENFORCEMENT
Division:	East Bethel Law
Day Range:	Date From 11/1/2023 To 11/30/2023
Exclusion:	• Calls canceled before first unit assigned



Priority	Description
0	L0-Highest Priority
1	L1-Emergency
2	L2-Urgent
3	L3-Priority
4	L4-Report
5	L5-Non Priority
6	L6-Phone Call
7	L7-Lowest Priority

Problem Type	Priority								Total
	0	1	2	3	4	5	6	7	
911	0	0	11	0	0	0	0	0	11
Abandon	0	0	0	0	0	1	1	0	2
Abuse	0	0	0	0	0	1	1	0	2
AbuseP	0	0	0	0	0	0	0	0	0
AlarmB	0	0	0	11	0	0	0	0	11
AlarmCO	0	0	0	1	0	0	0	0	1
AlarmCOill	0	0	0	0	0	0	0	0	0
AlarmF	0	0	0	2	0	0	0	0	2
AlarmFsmoke	0	0	0	0	0	0	0	0	0

AlarmHoldup	0	0	0	0	0	0	0	0	0
AlarmV	0	0	0	0	0	0	0	0	0
AlarmWF	0	0	0	0	0	0	0	0	0
Animal	0	0	0	0	0	10	2	0	12
AnimalResc	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Assault	0	0	0	0	0	0	1	0	1
AssaultP	0	0	0	0	0	0	0	0	0
Boat Assist	0	0	0	0	0	0	0	0	0
Bomb	0	0	0	0	0	0	0	0	0
BombP	0	0	0	0	0	0	0	0	0
Broadcast	0	0	0	0	0	0	0	0	0
Burg	0	0	0	0	0	0	0	0	0
BurgP	0	0	1	0	0	0	0	0	1
Civil	0	0	0	0	0	2	2	0	4
CivilP	0	0	0	0	0	0	0	0	0
CSC	0	0	0	0	0	0	0	0	0
Debris	0	0	0	0	0	5	0	0	5
Deer	0	0	0	0	0	7	1	0	8
Disorderly	0	0	0	1	0	0	0	0	1
Dom	0	0	0	11	4	0	12	0	27
DomP	0	4	0	0	0	0	0	0	4
Drugs	0	0	0	0	0	0	0	0	0
DUI	0	0	0	7	0	0	0	0	7
Dumping	0	0	0	0	0	0	0	0	0
Escort	0	0	0	0	0	4	2	0	6
ExPat	0	0	0	0	0	0	0	3	3
F Aircraft	0	0	0	0	0	0	0	0	0
F Assist	0	0	0	0	0	0	0	0	0
F CleanUp	0	0	0	0	0	0	0	0	0
F Collapse	0	0	0	0	0	0	0	0	0
F Dump	0	0	0	0	0	0	0	0	0
F Elec Smell	0	0	0	1	0	0	0	0	1
F Expl	0	0	0	0	0	0	0	0	0
F Gas Odor In	0	0	0	0	0	0	0	0	0
F Gas Odor Out	0	0	0	0	0	0	0	0	0
F Grass fire	0	0	2	0	0	0	0	0	2
F Illegal	0	0	0	4	0	0	0	0	4
F Misc	0	0	0	0	0	0	0	0	0
F Mutual Aid	0	0	0	0	0	0	0	0	0
F Oven	0	0	0	0	0	0	0	0	0
F Powerlines	0	0	0	1	0	0	0	0	1
F SmokeIn	0	0	0	0	0	0	0	0	0
F SmokeOut	0	0	0	3	0	0	0	0	3
F Structure	0	0	1	0	0	0	0	0	1
F Train	0	0	0	0	0	0	0	0	0
F Veh	0	0	1	0	0	0	0	0	1
F Water Rescue	0	0	0	0	0	0	0	0	0
Fight	0	0	0	0	0	0	0	0	0
Flood in	0	0	0	0	0	0	0	0	0
Flood out	0	0	0	0	0	0	0	0	0
Fraud	0	0	0	0	0	1	2	0	3
FraudP	0	0	0	0	0	0	0	0	0
FU	0	0	0	0	0	0	23	9	32
FW	0	0	0	0	0	1	0	0	1
Gun	0	0	0	1	0	0	0	0	1
Harass	0	0	0	0	0	2	0	0	2
Info	0	0	0	0	0	1	0	0	1
Lift Assist	0	0	0	0	6	0	0	0	6
Liq	0	0	0	0	0	0	0	0	0
Lockout	0	0	0	0	0	3	0	0	3
LockoutP	0	0	0	0	0	0	0	0	0
MA	0	0	0	0	0	12	0	0	12
MASS	0	0	0	0	0	0	0	0	0

	Item 4.0 B, Attachment 3								
Med -	0	35	0	0	0	0	0	0	35
Med Alarm	0	0	0	0	0	0	0	0	0
Med Allergic	1	0	0	0	0	0	0	0	1
Med Assault	0	0	0	0	0	0	0	0	0
Med Bleed	0	0	0	0	0	0	0	0	0
Med Breathing Diff	11	0	0	0	0	0	0	0	11
Med Breathing Not	1	0	0	0	0	0	0	0	1
Med Choking	0	0	0	0	0	0	0	0	0
Med Drown	0	0	0	0	0	0	0	0	0
Med Electro	0	0	0	0	0	0	0	0	0
Med Fall	0	0	0	0	0	0	0	0	0
Med Heart	0	12	0	0	0	0	0	0	12
Med Hold	0	0	0	0	0	0	0	0	0
Med ILL	0	1	0	0	0	0	0	0	1
Med Info	0	0	0	0	0	0	0	0	0
Med OB	0	0	0	0	0	0	0	0	0
Med Priority	0	0	0	0	0	0	0	0	0
Med Seizure	0	2	0	0	0	0	0	0	2
Med Stab-Gunshot	0	0	0	0	0	0	0	0	0
Med Stroke	0	3	0	0	0	0	0	0	3
Med Uncon	0	6	0	0	0	0	0	0	6
Medex	0	0	0	0	0	0	0	0	0
Misc	0	0	0	0	0	16	4	0	20
MiscO	0	0	0	0	0	2	3	0	5
Mutual Aid Law	0	0	0	0	0	0	0	0	0
Noise	0	0	0	0	0	0	0	0	0
NoTag	0	0	0	0	0	0	0	1	1
Ord	0	0	0	0	0	1	3	0	4
Other	0	0	0	0	0	0	0	0	0
Park	0	0	0	0	0	0	0	0	0
PD	0	0	0	0	18	1	3	0	22
Person	0	0	0	0	0	0	0	0	0
PI	0	5	0	0	0	0	0	0	5
POR	0	0	0	0	0	6	0	0	6
Property	0	0	0	0	0	0	1	0	1
PW	0	0	0	0	0	0	0	1	1
REPO-TOW	0	0	0	0	0	0	0	0	0
RJ	0	0	0	0	0	0	0	0	0
RoadClosure	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
RobberyP	0	1	0	0	0	0	0	0	1
Shots	0	0	0	1	0	0	0	0	1
Slumper	0	0	0	0	0	0	0	0	0
StolenProp	0	0	0	0	0	0	0	0	0
Suicide	0	0	0	0	0	0	0	0	0
SuicideP	0	1	0	0	0	0	0	0	1
Susp	0	0	0	1	0	20	7	0	28
SuspP	0	0	0	3	0	0	0	0	3
Theft	0	0	0	0	0	2	6	0	8
TheftP	0	0	0	0	0	0	0	0	0
Threat	0	0	0	0	0	0	2	0	2
ThreatP	0	0	0	0	0	0	0	0	0
Traf	0	0	0	0	0	14	1	0	15
Tres	0	0	0	0	0	1	1	0	2
UNK	0	0	0	0	0	0	0	0	0
Unsecure	0	0	0	0	0	0	0	0	0
Vand	0	0	0	0	0	2	1	0	3
VandP	0	0	0	0	0	0	0	0	0
VehTheft	0	0	0	0	0	0	1	0	1
VehTheftP	0	0	0	1	0	0	0	0	1
Weapon	0	0	0	0	0	0	0	0	0
Weather	0	0	0	0	0	0	0	0	0
Welfare	0	0	0	0	0	10	1	0	11
WelfareP	0	0	0	0	0	0	0	0	0
WT	0	0	0	5	0	0	0	0	5
Total	13	70	16	54	28	125	81	14	401

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: December 27, 2023

Agenda Item Number: Item 4.0 C

Agenda Item: Fire Department Report

Background Information:

Fire Chief Rodney Sanow will present the Fire Department's monthly report.

Attachment(s):

Attachment 1 – November 2023 calls and call graph

Fiscal Impact:

Recommendation(s): No Action Required



East Bethel Fire Department November 2023 Response Calls

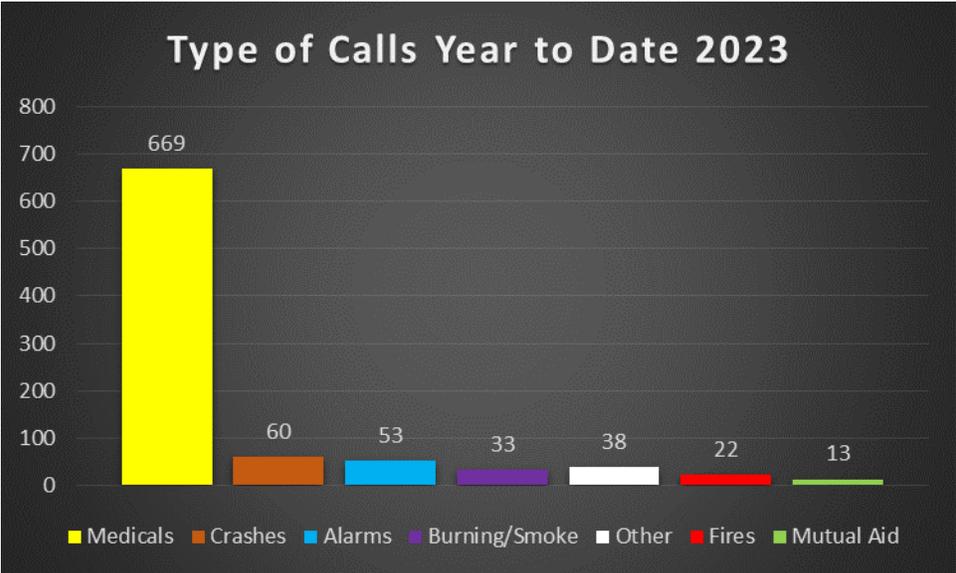
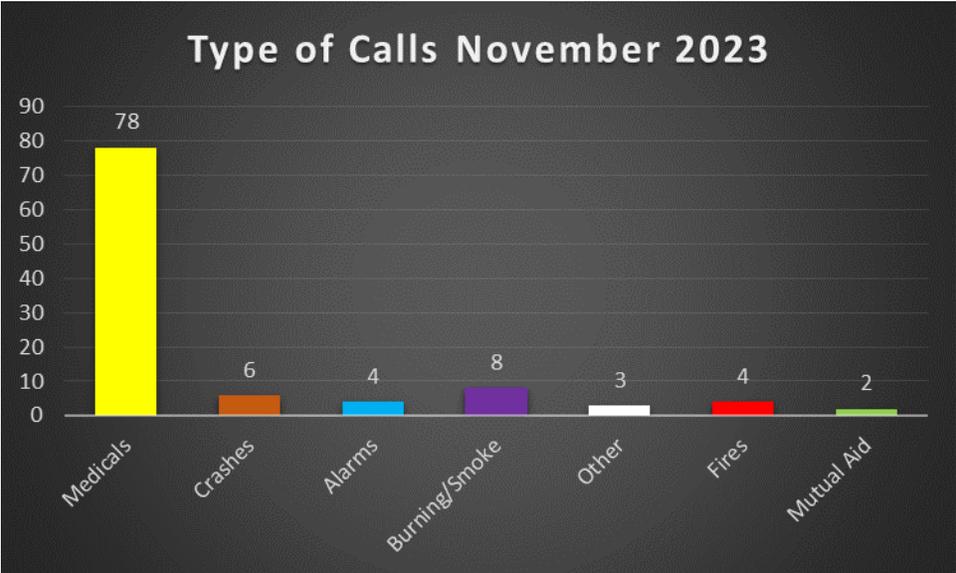
Incident Number	Incident Date	Street Address	Incident Type
782	11/1/2023	18164 Hwy 65 Northeast Apt 122	Burning/Smoke
783	11/1/2023	Hwy 65 Northeast and 184th Ave	Crash
784	11/1/2023	23109 Durant Street Northeast	EMS Call
785	11/2/2023	18164 Hwy 65 Northeast Apt 97	EMS Call
786	11/2/2023	20008 Jefferson Street Northeast	EMS Call
787	11/2/2023	552 Lincoln Drive Northeast	EMS Call
788	11/2/2023	1728 208th Lane Northeast	EMS Call
789	11/3/2023	1341 187th Lane Northeast	EMS Call
790	11/3/2023	22531 Jewell Street Northeast	EMS Call
791	11/4/2023	20652 Jewell Street Northeast	EMS Call
792	11/4/2023	24301 Pierce Path Northeast	EMS Call
793	11/4/2023	24355 Hwy 65 Northeast Apt 43	EMS Call
794	11/5/2023	20826 Kissel Street Northeast	Alarms
795	11/5/2023	3510 Edmar Lane Northeast	EMS Call
796	11/5/2023	1516 Briarwood Lane Northeast	EMS Call
797	11/5/2023	20500 Palisade Street Northeast	EMS Call
798	11/5/2023	18164 Hwy 65 Northeast Apt 122	Burning/Smoke
799	11/5/2023	22883 Zion Parkway Northwest	Mutual Aid
800	11/6/2023	20512 University Avenue Northeast	EMS Call
801	11/6/2023	22531 Jewell Street Northeast	EMS Call
802	11/6/2023	18407 Hwy 65 Northeast	EMS Call
803	11/6/2023	4650 229th Avenue Northeast	EMS Call
804	11/7/2023	24301 Pierce Path Northeast	EMS Call
805	11/7/2023	401 215th Lane Northeast	EMS Call
806	11/7/2023	19439 Leyte Street Northeast	Burning/Smoke
807	11/7/2023	834 193rd Lane Northeast	EMS Call
808	11/7/2023	710 229th Lane Northeast	EMS Call
809	11/8/2023	19395 4th Street Northeast	EMS Call
810	11/8/2023	401 215th Lane Northeast	EMS Call
811	11/8/2023	19624 3rd Street Northeast	EMS Call
812	11/8/2023	Hwy 65 Northeast and 187th LN NE	Crash
813	11/8/2023	18164 Hwy 65 Northeast Apt 33	EMS Call
814	11/9/2023	1105 Klondike Drive Northeast	EMS Call
815	11/9/2023	19329 Lakeview Point Drive Northeast	Alarms
816	11/9/2023	Hwy 65 Northeast and Sims Road	Crash
817	11/10/2023	2350 226th Lane Northeast	EMS Call
818	11/10/2023	1105 Klondike Drive Northeast	EMS Call

Incident Number	Incident Date	Street Address	Incident Type
819	11/10/2023	4852 Viking Boulevard Northeast	EMS Call
820	11/11/2023	3538 190th Avenue Northeast	Other
821	11/11/2023	22530 Yancy Street Northeast	EMS Call
822	11/12/2023	Hwy 65 Northeast and 237th Ave NE	Grass fire
823	11/12/2023	3543 Naples Street Northeast	Burning/Smoke
824	11/13/2023	18510 Jackson Street Northeast	EMS Call
825	11/13/2023	23244 Gopher Drive Northeast	Alarms
826	11/13/2023	21420 Aberdeen Street Northeast	EMS Call
827	11/13/2023	19131 Taylor Street Northeast Apt 328	EMS Call
828	11/13/2023	19739 East Bethel Boulevard Northeast	EMS Call
829	11/14/2023	24355 Hwy 65 Northeast Apt 62	EMS Call
830	11/14/2023	Hwy 65 Northeast and 189th	Crash
831	11/14/2023	160 Bryant Lane Northeast	EMS Call
832	11/15/2023	908 229th Avenue Northeast	Car Fire
833	11/15/2023	2810 Viking Boulevard Northeast	EMS Call
834	11/15/2023	6500 242nd Avenue Northeast	Crash
835	11/15/2023	18943 Fillmore Street Northeast	EMS Call
836	11/15/2023	221st Avenue Northeast and University Avenue NE	Burning/Smoke
837	11/15/2023	221st Avenue Northeast and Luan Dr NE	Burning/Smoke
838	11/16/2023	19131 Taylor Street Northeast Apt 326	EMS Call
839	11/16/2023	3543 197th Avenue Northeast	Burning/Smoke
840	11/16/2023	20509 Jewell Street Northeast	EMS Call
841	11/16/2023	23539 Monroe Street Northeast	Grass fire
842	11/16/2023	1644 209th Avenue Northeast	Burning/Smoke
843	11/17/2023	20814 Eveleth Street Northeast	EMS Call
844	11/17/2023	21730 Zumbrota Street Northeast	EMS Call
845	11/17/2023	1210 219th Avenue Northeast	EMS Call
846	11/18/2023	19131 Taylor Street Northeast Apt 324	EMS Call
847	11/18/2023	22421 Tippecanoe Street Northeast	EMS Call
848	11/18/2023	219th Avenue Northeast and Fillmore St	Other
849	11/18/2023	6380 235th Lane Northeast	Mutual Aid
850	11/19/2023	18232 Hwy 65 Northeast Apt 3	EMS Call
851	11/19/2023	737 Sims Road Northeast	EMS Call
852	11/19/2023	20509 Jewell Street Northeast	EMS Call
853	11/20/2023	1623 229th Lane Northeast	EMS Call
854	11/20/2023	18246 Fillmore Street Northeast	EMS Call
855	11/21/2023	21035 Buchanan Street Northeast	EMS Call
856	11/22/2023	18522 Everglade Drive Northeast	EMS Call
857	11/22/2023	24299 Fillmore Circle Northeast	EMS Call
858	11/23/2023	21641 Luan Drive Northeast	EMS Call

Incident Number	Incident Date	Street Address	Incident Type
859	11/23/2023	18164 Hwy 65 Northeast Apt 171	EMS Call
860	11/24/2023	24355 Hwy 65 Northeast Apt 79	EMS Call
861	11/24/2023	23365 University Avenue Northeast	Car Fire
862	11/24/2023	3538 190th Avenue Northeast	Other
863	11/25/2023	20002 Edison Street Northeast	EMS Call
864	11/25/2023	19138 East Front Boulevard Northeast	EMS Call
865	11/25/2023	23344 Monroe Street Northeast	EMS Call
866	11/25/2023	4501 200th Lane Northeast	EMS Call
867	11/26/2023	19141 Staples Street Northeast	EMS Call
868	11/27/2023	18164 Hwy 65 Northeast Apt 122	EMS Call
869	11/27/2023	3806 Edmar Lane Northeast	EMS Call
870	11/27/2023	19131 Taylor Street Northeast Apt 326	EMS Call
871	11/28/2023	903 214th Lane Northeast	EMS Call
872	11/28/2023	903 214th Lane Northeast	EMS Call
873	11/28/2023	18755 Sandhill Parkway Northeast	EMS Call
874	11/28/2023	18825 5th Street Northeast	EMS Call
875	11/28/2023	19942 Buchanan Street Northeast	EMS Call
876	11/28/2023	24425 Durant Street Northeast	EMS Call
877	11/28/2023	3501 228th Avenue Northeast	EMS Call
878	11/29/2023	19131 Taylor Street Northeast Apt 205	EMS Call
879	11/29/2023	24355 Hwy 65 Northeast Apt 159	EMS Call
880	11/29/2023	243rd Avenue Northeast and Hwy 65	Crash
881	11/29/2023	1809 Viking Boulevard Northeast	EMS Call
882	11/29/2023	19131 Taylor Street Northeast Apt 202	EMS Call
883	11/30/2023	401 215th Lane Northeast	EMS Call
884	11/30/2023	20964 Beaver Dam Court Northeast	EMS Call
885	11/30/2023	151 Laurel Road Northeast	EMS Call
886	11/30/2023	19131 Taylor Street Northeast Apt Lobby	Alarms

105 Total calls

- 78 Medicals
- 6 Crashes
- 4 Alarms
- 8 Burning/Smoke
- 3 Other
- 4 Fires
- 2 Mutual Aid



**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: December 27, 2023

Agenda Item Number: Item 6.0 A-J

Requested Action: Consider approving the Consent Agenda as presented

Background Information:

Item A – Approve Bills

Item B – Approve Bill List: 2024 Invoices with checks processed 1/2/24

These invoices have a 2024 date and will be processed on 1/2/24. This item is requested for approval to address the normal than later date of bill payment scheduled for the January 8, 2024 City Council Meeting.

Item C – November 15, 2023 Town Hall Meeting Minutes

Minutes from the November 15, 2023 Town Hall meeting are attached for your review.

Item D – December 11, 2023 City Council Meeting Minutes

Minutes from the December 11, 2023 City Council meeting are attached for your review.

Item E – Res. 2023-95, Setting 2024 LBAE Meeting Dates

Anoka County has advised the City that the Local Board of Appeals and Equalization (Board of Review) must meet between April 1, 2024 and May 31, 2024 to consider property valuation for taxes payable in 2025. Staff proposes that the Board meeting date be scheduled for April 22, 2024 at 5:30 PM, prior to the regular City Council meeting. Resolution 2023-95 establishes this date. The County requires an alternate date to be submitted and Staff proposes that the alternate date be May 6, 2024 at 6:00 PM, prior to the City Council work meeting.

Item F – Approve 2024 Garbage Hauler Licenses

Request to approve the garbage hauler licenses for 2024. All licensees have completed application forms and fee payments.

Item G – Res. 2023-81, 2024 Fee Schedule Adoption

Staff reviews the City Fee Schedule on an annual basis in order to ensure that revenues are sufficient to cover the costs of providing the service. Staff is recommending eliminating the electrical fees as this service is no longer provided by the City. Staff is also recommending increasing seven fees (outlined in the proposed changes of the 2024 proposed 2024 fee schedule) that are in the \$50 range to \$100 in order to cover the cost of providing those services. Historically, there are roughly 145 types of these permits issued annually so the impact is very minimal and will not impact revenues significantly. Staff recommends the attached changes for the 2024 Fee Schedule.

Item H – Approve Hire of Paid on Call Firefighters

The East Bethel Fire Department hiring committee and Fire Chief are making a recommendation that David Bailey and Rachel Waller be hired as probationary Firefighters for the East Bethel Fire Department. The start date for David and Rachel will be January 1st, 2024 at the probationary rate for on call firefighters of \$15.63 per hour. These individuals have passed the interview and background check processes. We feel they will make excellent additions to the department.

Item I – Accept Retirement of Paid on Call Firefighter

Paul Karpinski will be retiring as a City of East Bethel Paid On-Call Firefighter as of January 2nd, 2024. Paul will be retiring with 20 years and 2 months of service all of which he held the rank of Firefighter II. Paul is a mentor to the new firefighters and has always been willing to help wherever needed. Paul will be greatly missed at the station because of his wit and always having a smile on his face. East Bethel Fire would like to wish Paul the very best of health and success in his retirement. Fire Chief Sanow recommends the approval of the retirement of Paul Karpinski as a Firefighter for the City of East Bethel.

Item J – Voluntary Cost Sharing Agreement for Anoka County Regional Economic Development (ACRED)

The County, the City and other community partners entered into a Memorandum of Understanding (MOU) on January 9, 2019, to set goals, create an action plan, and implement shared objectives in promoting economic development within Anoka County through the Anoka County Regional Economic Development Board.

The MOU addresses the need and means for cost-sharing of operating expenses between the County and its cities and townships to support continued services for the website, social media support, marketing, event hosting and other services related to the county-wide economic development initiative. ACRED personnel costs are wholly covered by the County.

A budget for the above activities is prepared annually, and provides a formula for each participating municipality to provide proportional cost sharing, based upon its population. The budget for services related to the website, social media, marketing, and other supportive activities required for economic development for ACRED is currently set at \$22,155.00 for calendar year 2024.

The City of East Bethel’s share for the 2024 activities described above is \$682.00 or \$0.057 per resident. For purposes of this calculation, population size of a City is based upon the Metropolitan Council’s most recent population estimate.

Fiscal Impact: Items requiring expenditures have approved 2023 Budget funds to cover their costs.

Recommendation(s): Staff recommends approval of the Consent Agenda as presented.

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____



City of East Bethel

December 27, 2023

Payment Summary

Payments for Council Approval						
Bills to be approved for payment						\$397,635.06
Electronic Payroll Payments						\$82,027.46
Payroll City Council - December 15, 2023						\$12,367.22
Payroll Fire Department - December , 2023						\$2,232.90
Payroll City Staff - December 21, 2023						\$64,726.42
Total to be Approved for Payment						\$558,989.06
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Arena Operations	Bldg/Facility Repair Supplies	901865	Lowe's	615	49851	\$321.92
Arena Operations	Bldg/Facility Repair Supplies	901866	Lowe's	615	49851	(\$24.19)
Arena Operations	Bldg/Facility Repair Supplies	61568	Menards Blaine	615	49851	\$74.60
Arena Operations	Bldg/Facility Repair Supplies	6030	Menards Cambridge	615	49851	\$220.96
Arena Operations	Bldg/Facility Repair Supplies	6042	Menards Cambridge	615	49851	\$35.00
Arena Operations	Bldg/Facility Repair Supplies	6153	Menards Cambridge	615	49851	(\$131.99)
Arena Operations	Cleaning Supplies	61362	Menards Blaine	615	49851	\$129.48
Arena Operations	Gas Utilities	857723295	Xcel Energy	615	49851	\$2,324.18
Building Inspection	Motor Fuels	24913720	Mansfield Oil Company	101	42410	\$225.76
Building Inspection	Motor Vehicles Parts	113138788	Fleet Pride	101	42410	\$6.46
Building Inspection	Motor Vehicles Parts	113138903	Fleet Pride	101	42410	\$9.52
Building Inspection	Payment for Septic from Escrow	2023-01216	Casper's Excavating, Inc.	101		\$10,500.00
Building Inspection	Refund of Escrow	2023-01216	Cindy Hilliard	101		\$4,722.50
City Administration	Office Supplies	IN4408829	Innovative Office Solutions	101	41320	\$171.61
City Administration	Professional Services Fees	14324830	BELL, FAYE	101	41320	\$140.48
City Administration	Professional Services Fees	M28774	TimeSaver Off Site Secretarial	101	41320	\$195.00
City Administration	Professional Services Fees	M28774	TimeSaver Off Site Secretarial	101	41320	\$234.50
City Administration	Professional Services Fees	M28774	TimeSaver Off Site Secretarial	101	41320	\$421.00
City Administration	Telephone	12 2023	CenturyLink	101	41320	\$156.03
Engineering	Architect/Engineering Fees	52124	Hakanson Anderson Assoc. Inc.	101		\$4,912.00
Engineering	Architect/Engineering Fees	52125	Hakanson Anderson Assoc. Inc.	101		\$191.20
Engineering	Architect/Engineering Fees	52126	Hakanson Anderson Assoc. Inc.	101		\$11,000.76
Engineering	Architect/Engineering Fees	52127	Hakanson Anderson Assoc. Inc.	101		\$1,120.00
Engineering	Architect/Engineering Fees	52133	Hakanson Anderson Assoc. Inc.	101		\$250.79
Engineering	Architect/Engineering Fees	52134	Hakanson Anderson Assoc. Inc.	101	43110	\$201.98
Fire Department	Bldg/Facility Repair Supplies	C-44660	Rodney Sanow	101	42210	\$169.95
Fire Department	Cleaning Supplies	996696	Ham Lake Hardware	101	42210	\$10.36
Fire Department	Conferences/Meetings	11561	MN Fire Serv Cert Board	101	42210	\$378.00
Fire Department	Gas Utilities	857723295	Xcel Energy	101	42210	\$1,365.42
Fire Department	General Operating Supplies	6088	Menards Cambridge	101	42210	\$175.01
Fire Department	Lubricants and Additives	406702	Auto Nation Inc.	101	42210	\$14.30
Fire Department	Lubricants and Additives	1539-234336	O'Reilly Auto Stores Inc.	101	42210	\$54.92
Fire Department	Motor Fuels	24913655	Mansfield Oil Company	101	42210	\$395.88
Fire Department	Motor Fuels	24913720	Mansfield Oil Company	101	42210	\$359.17
Fire Department	Motor Vehicles Parts	CM405778	Auto Nation Inc.	101	42210	(\$6.03)
Fire Department	Office Equipment Rental	35485037	GreatAmerica Financial Svcs	101	42210	\$125.78



City of East Bethel

December 27, 2023

Payment Summary

Fire Department	Safety Supplies	85118786	Bound Tree Medical, LLC	101	42210	\$24.29
Fire Department	Small Tools and Minor Equip	1223-920	Advanced First Aid	101	42210	\$4,400.00
Fire Department	Telephone	12 2023	CenturyLink	101	42210	\$88.68
Fire Department	Telephone	12 2023	CenturyLink	101	42210	\$120.86
Fire Department	Telephone	13299700113729	Midcontinent Communications	101	42210	\$20.25
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	14754	Dusty's Drain Cleaning, Inc.	101	41940	\$225.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	35030950409	Wright-Hennepin Coop Electric	101	41940	\$23.95
General Govt Buildings/Plant	Gas Utilities	857723295	Xcel Energy	101	41940	\$707.56
General Govt Buildings/Plant	General Operating Supplies	36896	Blaine Lock & Safe, Inc.	101	41940	\$11.25
General Govt Buildings/Plant	General Operating Supplies	5180654253	CINTAS	101	41940	\$11.95
General Govt Buildings/Plant	General Operating Supplies	5188788397	CINTAS	101	41940	\$13.95
General Govt Buildings/Plant	General Operating Supplies	996415	Ham Lake Hardware	101	41940	\$15.95
General Govt Buildings/Plant	General Operating Supplies	996423	Ham Lake Hardware	101	41940	(\$9.57)
Legal	Legal Fees	37627	Eckberg, Lammers, P.C.	101		\$1,421.00
Legal	Legal Fees	11 2023	Eckberg, Lammers, P.C.	101	41610	\$10,208.88
Legal	Legal Fees	37627	Eckberg, Lammers, P.C.	101	41610	\$1,947.75
Legal	Legal Fees	37627	Eckberg, Lammers, P.C.	101	41610	\$310.00
Legal	Legal Fees	37627	Eckberg, Lammers, P.C.	101	41610	\$1,225.00
Legal	Legal Fees	37627	Eckberg, Lammers, P.C.	101	41610	\$367.50
Legal	Legal Fees	37627	Eckberg, Lammers, P.C.	101	41610	\$3,160.50
Mayor/City Council	Dues and Subscriptions	7684	Alexandra House, Inc.	101	41110	\$4,500.00
MSA Street Construction	Architect/Engineering Fees	52131	Hakanson Anderson Assoc. Inc.	402	40200	\$6,950.00
Park Maintenance	Bldg/Facility Repair Supplies	148608	Int'l Security Products	101	43201	\$721.89
Park Maintenance	Bldg/Facility Repair Supplies	23853	Menards - Forest Lake	101	43201	\$302.80
Park Maintenance	Bldg/Facility Repair Supplies	6156	Menards Cambridge	101	43201	\$1,076.45
Park Maintenance	Bldg/Facility Repair Supplies	6221	Menards Cambridge	101	43201	\$40.62
Park Maintenance	Clothing & Personal Equipment	4176802748	Cintas Corporation	101	43201	\$34.98
Park Maintenance	Clothing & Personal Equipment	4177531048	Cintas Corporation	101	43201	\$33.29
Park Maintenance	Commissions and Boards	2023	Bill Zimmermann	101	43201	\$120.00
Park Maintenance	Commissions and Boards	2023	Bonnie Harvey	101	43201	\$120.00
Park Maintenance	Commissions and Boards	2023	Denise Lachinski	101	43201	\$140.00
Park Maintenance	Commissions and Boards	2023	Maryhelen Westlund	101	43201	\$140.00
Park Maintenance	Commissions and Boards	2023	Sue Jefferson	101	43201	\$160.00
Park Maintenance	Commissions and Boards	2023	Tim Hoffman	101	43201	\$120.00
Park Maintenance	Commissions and Boards	2023	WESTLUND, AL	101	43201	\$120.00
Park Maintenance	Equipment Parts	9660632	Ham Lake Hardware	101	43201	\$91.98
Park Maintenance	Motor Fuels	24913655	Mansfield Oil Company	101	43201	\$761.31
Park Maintenance	Motor Fuels	24913720	Mansfield Oil Company	101	43201	\$307.86
Park Maintenance	Other Equipment Rentals	MP240928	LRS	101	43201	\$80.00
Park Maintenance	Safety Supplies	5180654253	CINTAS	101	43201	\$118.33
Park Maintenance	Safety Supplies	5188788397	CINTAS	101	43201	\$49.35
Park Maintenance	Safety Supplies	64216	Corporate Connection	101	43201	\$629.15
Park Maintenance	Safety Supplies	INV284464	SAFE-FAST INC	101	43201	\$150.90
Park Maintenance	Shop Supplies	177665	Metro Products, Inc.	101	43201	\$53.23
Park Maintenance	Small Tools and Minor Equip	138745	AMERICAN PRESSURE INC	101	43201	\$1,470.00
Park Maintenance	Small Tools and Minor Equip	541201346239015	Capital One Trade Credit	101	43201	\$119.99
Park Maintenance	Small Tools and Minor Equip	6222	Menards Cambridge	101	43201	\$44.93



City of East Bethel

December 27, 2023

Payment Summary

Park Maintenance	Small Tools and Minor Equip	P54285	MN Equipment	101	43201	\$677.59
Park Maintenance	Small Tools and Minor Equip	333515	S & S Industrial Supply	101	43201	\$28.55
Payroll	Union Dues	12 2023	MN Public Employees Assn	101		\$351.00
Planning and Zoning	Professional Services Fees	M28774	TimeSaver Off Site Secretarial	101	41910	\$300.50
Planning and Zoning	Refund Of Escrow		CISNEROS, WENDY	101		\$800.00
Planning and Zoning	Refund Of Escrow	082023	JEREMY BALFANY	101		\$1,000.00
Planning and Zoning	Refund of Variance Fee		CISNEROS, WENDY	101		\$355.00
Recycling Operations	Gas Utilities	857723295	Xcel Energy	226	43235	\$164.81
Recycling Operations	Other Equipment Rentals	MP240929	LRS	226	43235	\$80.00
Recycling Operations	Travel Expenses	20231214	JABS, EMILY	226	43235	\$19.91
Street Capital Projects	Architect/Engineering Fees	52129	Hakanson Anderson Assoc. Inc.	406	40600	\$326.20
Street Capital Projects	Architect/Engineering Fees	52130	Hakanson Anderson Assoc. Inc.	406	40600	\$419.55
Street Capital Projects	Architect/Engineering Fees	52132	Hakanson Anderson Assoc. Inc.	406	40600	\$10,567.50
Street Maintenance	Architect/Engineering Fees	52128	Hakanson Anderson Assoc. Inc.	403	43220	\$807.00
Street Maintenance	Bldgs/Facilities Repair/Maint	4176802748	Cintas Corporation	101	43220	\$9.54
Street Maintenance	Bldgs/Facilities Repair/Maint	4177531048	Cintas Corporation	101	43220	\$9.08
Street Maintenance	Bldgs/Facilities Repair/Maint	17573	Superior Automotive	101	43220	\$1,336.50
Street Maintenance	Clothing & Personal Equipment	4176802748	Cintas Corporation	101	43220	\$34.99
Street Maintenance	Clothing & Personal Equipment	4177531048	Cintas Corporation	101	43220	\$33.29
Street Maintenance	Gas Utilities	857723295	Xcel Energy	101	43220	\$804.55
Street Maintenance	Motor Fuels	24913655	Mansfield Oil Company	101	43220	\$1,888.05
Street Maintenance	Motor Fuels	24913720	Mansfield Oil Company	101	43220	\$133.41
Street Maintenance	Motor Vehicles Parts	408325	Auto Nation Inc.	101	43220	\$36.85
Street Maintenance	Motor Vehicles Parts	50950	I State Truck Inc.	101	43220	\$286.24
Street Maintenance	Motor Vehicles Parts	1539-169999	O'Reilly Auto Stores Inc.	101	43220	(\$45.07)
Street Maintenance	Motor Vehicles Parts	1539-234332	O'Reilly Auto Stores Inc.	101	43220	\$312.04
Street Maintenance	Motor Vehicles Parts	1539-234339	O'Reilly Auto Stores Inc.	101	43220	\$28.84
Street Maintenance	Motor Vehicles Parts	093P6279	TRANSWEST TRUCK TRAILER RV-BRIGHTON	101	43220	\$0.30
Street Maintenance	Motor Vehicles Parts	093P6279	TRANSWEST TRUCK TRAILER RV-BRIGHTON	101	43220	\$976.81
Street Maintenance	Motor Vehicles Parts	093P6495	TRANSWEST TRUCK TRAILER RV-BRIGHTON	101	43220	\$25.70
Street Maintenance	Safety Supplies	5180654253	CINTAS	101	43220	\$147.85
Street Maintenance	Safety Supplies	5188788397	CINTAS	101	43220	\$90.98
Street Maintenance	Small Tools and Minor Equip	541201347239061	Capital One Trade Credit	101	43220	\$252.45
Street Maintenance	Small Tools and Minor Equip	333501	S & S Industrial Supply	101	43220	\$13.90
Street Maintenance	Street Maint Materials	IN56632	City of St. Paul	101	43220	\$339.44
TIF 1-2	Professional Services Fees	12 2023-1	EB Properties, LLC	436	43600	\$42,153.12
TIF 1-2	Professional Services Fees	12 2023-2	EB Properties, LLC	436	43600	\$84,306.25
TIF 1-3	Professional Services Fees	12 2023	Viking Preserve, LLC	437	43700	\$44,434.91
TIF 1-3	Repayment of TIF	12 2023	Anoka County Property Tax	437		\$70,218.77
TIF 1-4	Professional Services Fees	1-4 02012024	BankVista	438	43800	\$40,349.83
Water Utility Operations	Bldgs/Facilities Repair/Maint	238882201	Century Fence Company	601	49401	\$2,200.00
Water Utility Operations	Bldgs/Facilities Repair/Maint	12644	Ideal Service, Inc.	601	49401	\$7,186.00
Water Utility Operations	Bldgs/Facilities Repair/Maint	35030950409	Wright-Hennepin Coop Electric	601	49401	\$42.95
Water Utility Operations	Chemicals and Chem Products	6647006	Hawkins, Inc	601	49401	\$100.00
Water Utility Operations	Cleaning Supplies	23406	Menards - Forest Lake	601	49401	\$48.98
Water Utility Operations	Gas Utilities	5937869-5 12-23	CenterPoint Energy	601	49401	\$170.71
Water Utility Operations	Gas Utilities	9541753-1 12-23	CenterPoint Energy	601	49401	\$131.50



City of East Bethel
December 27, 2023
Payment Summary

Water Utility Operations	Refund of Overpayment	20231201	ERICKSON, SHARON & DEAN	601		\$48.04
Water Utility Operations	Telephone	12 2023	CenturyLink	601	49401	\$156.75
Water Utility Operations	Telephone	12 2023	CenturyLink	601	49401	\$198.83
Water Utility Operations	Telephone	12 2023	CenturyLink	601	49401	\$70.95
						\$397,635.06



City of East Bethel
December 27, 2023
Payment Summary

Electronic Payroll Payments		
Payroll	PERA	\$9,459.50
Payroll	Federal Withholding	\$9,485.24
Payroll	Medicare Withholding	\$3,082.98
Payroll	FICA Tax Withholding	\$10,531.82
Payroll	State Withholding	\$4,976.73
Payroll	MSRS/H.S.A./HCSP	\$44,491.19
		\$82,027.46



City of East Bethel
January 02, 2024
2024 Payment Summary

Payments for Council Approval						
Bills to be approved for payment						\$810,862.25
Total to be Approved for Payment						\$810,862.25
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
2014A	Bond Interest	83657	Bond Trust Services Corp.	311	31100	\$78,462.50
2014A	Debt Srv Bond Principal	83657	Bond Trust Services Corp.	311	31100	\$200,000.00
2015A	Bond Interest	83658	Bond Trust Services Corp.	310	31000	\$179,350.00
2015A	Debt Srv Bond Principal	83658	Bond Trust Services Corp.	310	31000	\$205,000.00
Economic Development Authority	Professional Services Fees	2024-10745	Economic Dev. Assoc. of MN	232	23200	\$320.00
Finance	Conferences/Meetings	PFS24-122023	Ehlers	101	41520	\$230.00
Fire Department	Dues and Subscriptions	2024 R7	MN State Fire Dept Assn	101	42210	\$200.00
Mayor/City Council	Commissions and Boards	01 2024	Sunrise River WMO	101	41110	\$13,455.76
Mayor/City Council	Commissions and Boards	01 2024	Upper Rum River Watershed	101	41110	\$9,173.28
Payroll	Insurance Premium	01 2024	Dearborn Group	101		\$1,997.51
Payroll	Insurance Premium	CNS0001423486	Delta Dental	101		\$102.09
Payroll	Insurance Premium	CNS0001423486	Delta Dental	101		\$51.04
Payroll	Insurance Premium	CNS0001423486	Delta Dental	101		\$469.83
Payroll	Insurance Premium	265862729979	Medica	101		\$9,863.15
Payroll	Insurance Premium	436200012024	NCPERS Group Life Ins	101		\$80.00
Risk Management	Automotive Ins	01 2024	League of MN Cities Ins Trust	101	48140	\$9,768.00
Risk Management	General Liability Ins	01 2024	League of MN Cities Ins Trust	101	48140	\$8,711.00
Risk Management	General Liability Ins	01 2024	League of MN Cities Ins Trust	101	48140	\$28,443.00
Risk Management	Professional Services Fees	1630347	Corporate 4 Insurance Agency	101	48140	\$5,000.00
Risk Management	Property Ins	01 2024	League of MN Cities Ins Trust	101	48140	\$54,114.09
Sewer Operations	Professional Services Fees	0001165566	Metropolitan Council Env Svcs	602	49451	\$6,071.09
						\$810,862.25

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL TOWN HALL MEETING

November 15, 2023

The East Bethel City Council met on November 15, 2023, at 6:00 p.m. for a Town Hall meeting at City Hall.

MEMBERS PRESENT: Kevin Lewis Brian Mundle Bob DeRoche
Tim Miller Jim Smith

ALSO PRESENT: Jack Davis, City Administrator
Rodney Sanow, Fire Chief
Aaron Berg, Community Development Director
Nate Ayshford, Public Works Manager
Mike Jeziorski, Deputy City Administrator/Finance Director
Carrie Frost, Administrative Coordinator
Craig Jochum, City Engineer
Nick Schmitz, Building Inspector
Lieutenant Derrick Peterson, Anoka County Sheriff's Office

1.0 – Call to Order

The November 15, 2023, Town Hall meeting was called to order by Mayor Lewis at 6:00 p.m.

Pledge of Allegiance

The Pledge of Allegiance was recited.

2.0 – Adopt Agenda

Mundle stated I'll make a motion to adopt tonight's agenda. DeRoche stated I'll second. Lewis asked any discussion? To the motion, all in favor say aye. All in favor. Lewis asked any opposed? That motion passes. Motion passes unanimously.

3.0 – Informal Session in the Senior Center with Council, Guests, and Staff – East Bethel Senior Center

4.0 – Opening Remarks by Mayor Lewis – City Council Chambers

Lewis introduced Deputy City Administrator and Finance Director Jeziorski, Lieutenant Derrick Peters with the Anoka County Sheriff's Office who was the liaison between the Sheriff's Office and the City, Fire Chief Sanow, Building Inspector Schmitz, Community Development Director Berg, Public Works Manager Ayshford, City Engineer Jochum, Administrative Coordinator Frost, and City Administrator Davis.

Davis stated the staff at East Bethel was the best bunch of people to work with and they were an exceptional group that the City was lucky to have working. He indicated he appreciated everything the staff had done to help him and the Council.

Mundle seconded Davis's remarks and noted they had some amazing, talented people that worked for the City because they enjoyed their job and not just for the payment, which was a distinct difference.

Lewis stated as he had indicated at the recent Council meeting, the incoming City Administrator had indicated one of the important points for him was the quality of the City's staff.

5.0 – Updates by Elected Officials – City Council Chambers

Lewis invited Anoka County Commissioner Chair Matt Look to the podium.

Matt Look stated it was a privilege and honor to be at the Town Hall meeting. He thanked everyone for the recognition and the ability to serve as the new City Administrator. He noted he had spoken with Davis, he believed they were of like mind on some of the concerns of the City, and he looked forward to stepping into this position and embracing the challenges and working hard from the get go.

Commissioner Look noted from the County's standpoint, they had excellent staff who worked hard and made his job easier. He stated as they continued to try and build a culture in East Bethel where people were welcomed and appreciated, he wanted to do the same during his time as City Administrator. He noted it was from a County standpoint where they would continue to invest in roads and infrastructure. He thanked everyone again and indicated he would have an open-door policy and anyone who wanted to get together and meet, he would be available.

Lewis invited County Commissioner Julie Braastad to the podium.

County Commissioner Julie Braastad stated she was a County Commissioner on the County Board that represented District Two which included northern Blaine, Ham Lake, East Bethel, Bethel, half of St. Francis, and Oak Grove. She had been in her position for 11 years.

Commissioner Braastad indicated the way she looked at complaints was that it was an opportunity to step back and look at what they were doing at the County, such as was it the right thing to do, was it the best process, were they overcoming barriers, etc. She stated her phone number was everywhere if anyone had any concerns. She indicated she attended many meetings in her District and tried to keep connections.

Commissioner Braastad stated today in her mind was a sad day because she had served alongside Commissioner Look for 11 years and he had been a great colleague. She indicated she looked at this as a loss for the Anoka County Board, but looked at it as a gain and a good thing for East Bethel. She indicated Commissioner Look was smart, he had experience at the City and County levels, and he just completed his master's degree. She stated Commissioner Look had been an excellent colleague, and he was going to leave a hole on their Board that will be hard to replace.

Commissioner Braastad stated she had been asked what would happen to Commissioner Look's position on the Board, and once Commissioner Look had left the Board, the next day would trigger a special election in that District. She indicated all of those filing dates, along with the election date would be publicized. She stated if there are two more people that file for that position, then there will be a primary.

Commissioner Braastad noted she had mixed emotions with Commissioner Look leaving the Board. She stated Commissioner Look had been a great friend and she was excited for him as this was what he wanted to do, and this was what he got his master's degree for. She believed the City was getting a really good guy. She asked everyone to keep an open mind and give Commissioner Look the opportunity to show them what he knows.

Commissioner Braastad stated this year she was chairing the Transportation Committee and also the Public Safety Committee.

Commissioner Braastad stated with respect to transportation, they had things kind of wrapped up and fully funded on Highway 10 and the last couple of years they have made Highway 65 their priority. She was not a huge fan with some of the things MnDOT chose to do at Viking Boulevard with

1 the "J" turns. She indicated things did not seem to have improved at Viking, but Highway 65 was a
2 State road and it was controlled by MnDOT.

3 Commissioner Braastad stated they were going to be pretty aggressive in putting pressure on MnDOT
4 lobbying for an overpass. She indicated that during the last session, they got the fully funded amount
5 needed for what was being called section two of Highway 65 down to Blaine, which included 99th,
6 105th, 109th, and 117th. She stated the plan right now was to do some fine tuning, but the big picture
7 was an overpass at each one of the intersections. She noted there would be a lot wins with this with
8 respect to not having any stops up through Bunker Lake Boulevard. She indicated it took a lot of
9 different funding sources to get this money pulled together and they would probably see some of the
10 work starting in 2025. She stated what they were seeing right now was the preparation for next year
11 when they do a reclaim and overlay from Spring Lake Park up to 237th.

12 Commissioner Braastad indicated she and Commissioner Look together were putting more pressure
13 on biking also. She stated the County was also willing to support the Sheriff's office and the local
14 police departments.

15 Commissioner Braastad stated for the past three years prior, they were able to keep their levy flat,
16 but that was not happening this year as due to inflation, there was an increase of about \$25 million in
17 fixed costs, which were things they had no control over.

18 Commissioner Braastad indicated this year was challenging as their preliminary budget for the next
19 year came in at about 15 percent and this was the first time in her career that she had ever voted for
20 anything with double digits like this. She stated she actually did not support a one-time increase of
21 15 percent, but proposed they spread it out over a couple of years. However, most of her colleagues
22 just wanted to "rip the band-aid off," so she indicated they can disagree, but still agree. She asked if
23 anyone had any questions for her.

24 An audience member asked how did they fare with the new infrastructure bill and what were they
25 expecting to see. Commissioner Braastad responded they received some money to finish the third
26 lane on Highway 10, which was the last big part of the highway stem from Coon Rapids up through
27 Anoka and then Ramsey.

28 Commissioner Braastad stated for infrastructure money from the State, they got about \$102.5 million
29 for that section for Blaine and the four interpasses at 99th up to 117th, and now that was fully funded.

30 An audience member asked what was the reason they decided not to do Bunker versus doing 99th.
31 Commissioner Braastad responded when they looked at that stretch through Blaine, it was just over a
32 seven-mile stretch, and they broke it down into three sections. She stated the majority of the
33 accidents are at 99th to 117th so that was the most unsafe and the deadliest with the most serious
34 accidents occurring. She indicated some of those were the easiest fixes. She stated they decided to
35 start with the middle section as it was less expensive than the other sections and the easiest to do.
36 She indicated they were trying to push Bunker to follow very closely after those other four bridges
37 went up.

38 Lewis thanked Commissioner Braastad for inspiring him to make some comments. He stated a lot of
39 information was given, and that was why Commissioner Look's experience with transportation in
40 particular was going to be of use to them. He indicated that was one of the factors as far as the City
41 of East Bethel this year, and the good news was that they were going to have a 2 percent levy
42 increase, rather than the 15 percent from the County, the 19 percent that Blaine had, or the 8
43 percent that Ham Lake had to deal with. He indicated the big driver in the budget this year was the

1 14 percent increase in the Anoka County Sheriff's Department due to increases they had in wages and
2 salaries to attract and retain people.

3 Lewis stated most people were not going into law enforcement as much as they used to, and so this
4 was just an unavoidable kind of thing. And fortunately, they got a one time – that's the operative
5 word – their words – one-time public safety grant in the amount of a little over half a million dollars.
6 He indicated that helped defray the cost of that increase and helped with some other expenses. He
7 stated they were able to keep the levy increase down. He reiterated this was a one-time deal.

8 Lewis noted the other good news was that he had talked to both Lieutenant Peters and Commander
9 Lenzmeier, and it was having a positive effect on their ability to attract and retain people at the
10 Sheriff's Department, which was great and it was working. However, he indicated, next year there
11 was not going to be a public safety grant and so all other things being equal, he expected they were
12 probably going to be hard pressed to keep the levy increase as low as it was this year.

13 Lewis stated he was famous for having gone through that very same thing about three months ago
14 during a meeting, and he believed he might have uttered a profanity as a result of it. "But
15 unfortunately, the machine wasn't working or something my wife didn't pick up on it." He noted
16 aside from the budget, on December 11 they would be doing the final approval on the 2024 budget.

17 Lewis stated they did have the Nexus facility come in with the psychiatric rehabilitation and
18 treatment facility and they had been able to give them the aid of some conduit bonding, there was a
19 ribbon cutting last week, and he wished them well.

20 Lewis noted the Council had spent a lot of time familiarizing themselves with Nexus as it was complex
21 and they did not work in that field. He indicated the challenging thing of doing this work was that
22 they have to be a jack of all trades, or jill of all trades, and so you wind of having to educate yourself.
23 And that was fairly complex. Otherwise, he believed people would have to say that they have been
24 very supportive of businesses and also of housing development that corresponds to the zoning. And
25 that was why they intended to say they want development. He stated it's all about development, and
26 it's not whether they want developments, it's inevitable, so it's just making sure the type is what the
27 people of East Bethel wanted.

28 Lewis noted earlier in the year, the first issue of the *East Bethel Bulletin* that he had anything to do
29 with was about what was the method/means of communication that people would pay attention to,
30 and getting information from the City was number one. He stated right now, the *Bulletin* went out
31 quarterly, but it might be increasing to five or six times a year.

32 Lewis stated the City's website and media center, which is where the meetings were, as well as on
33 YouTube. He noted there was a sign by Highway 65 and whatnot, but that was to find out how do
34 people find out about what's going on with the City and what communications/avenues they paid
35 attention to.

36 Lewis indicated the other was the vision that people had and the second was the vision that people
37 had for East Bethel going forward - what did they want the City to be like. He stated it was not a one-
38 time deal, it was a moving target as people come and go from the City, so they were trying to be
39 responsive to what the residents wanted. He stated he was sure they all made mistakes, "we all do,"
40 but at least it was a conscious effort to try to be responsible with people.

41 **6.0 – General Question and Answer Session – City Council Chambers**

42 Lewis stated they had an agenda and they were here just to represent what the residents wanted. He
43 indicated that concluded his opening comments, so on to the next part of the program, which was a

1 general questions and answers session. He indicated if anyone had any questions, to come up to the
2 microphone so they could be recorded, or if they have a really strong voice, they could holler them
3 out, but they preferred if they came up to the mic.

4 DeRoche asked if they had a separate mic. Lewis stated this was a good thought for a portable one.
5 DeRoche noted he gets a good idea once in a while.

6 An audience member stated they were already starting to plan Booster Days 2023, and she wanted to
7 officially invite the Council and residents to their meetings to help with their planning. She indicated
8 Booster Days 2024 would be July 20, 2024 and more details would follow. She indicated they would
9 be having an East Bethel talent show, which was new this year. She invited the Councilmembers to
10 participate in the talent show. She stated they were ahead of the game this year with their
11 fundraising also and had already received funds and pledges of support from Route 65, Aggressive
12 Hydraulics, Central Truck Service, and one other which she could not remember. She stated Ham
13 Lake Chamber of Commerce was making a donation also. She invited any businesses or individuals to
14 become a supporter of Booster Days. She indicated for more information on everything, they could
15 go to the Booster Days website. Lewis stated, "good job."

16 Oscar Grant, Fillmore Street NE, thanked Davis for his service. He noted he had the pleasure of sitting
17 on the Economic Development Authority, and Jack and him had numerous sidebar conversations
18 about the development of the great City, infrastructure planning, and just regular conversations. He
19 noted there was not a perfect fit for any job, especially with technologies and infrastructure changes,
20 along with the demands that they all have. He thanked Davis for the conversations and wished him
21 luck and all the best in his future endeavors. Davis thanked Mr. Grant.

22 Pam Kolodziej, 224th Lane, stated her comments were strictly directed to the Councilmembers and
23 the Mayor, and not to any new staff, existing or leaving. She noted a pattern had been developing
24 over the last five months that was alarming to her as an East Bethel resident. She indicated the
25 information she was presenting was a matter of public record and it was all within the public meeting
26 minutes and recordings. She stated if she deviated from that, she would let them know where she
27 was deviating from it.

28 Ms. Kolodziej, stated it concerned her about the lack of transparency and best practices followed by
29 the City Council and Mayor Lewis.

30 Ms. Kolodziej noted the first thing she was going to speak to (and she was building up to the
31 appointment of a City Administrator) was on June 6, when Mayor Lewis was appointed by Council
32 vote to the position of Mayor. She stated it was not mandated that a special election be held. She
33 stated the second thing that happened was on the very same day when Lewis was sworn in as an
34 elected Mayor by the Council, he immediately indicated that he had somebody in mind for the East
35 Bethel Council vacancy seat, and announced that a two-week window for the East Bethel citizens to
36 apply for that vacancy and interviews to be completed on June 12. She noted on June 12, the Council
37 appointed Bob DeRoche with no interview as indicated by Lewis during the June Council meeting on
38 June 12.

39 Ms. Kolodziej stated with respect to the City Administrator job appointment, the current City
40 Administrator job description was reviewed in full on October 9, 2024 and no changes were made to
41 that full-time position. On October 9, the Council announced that the current contract with Davis
42 would not be renewed and that Lewis communicated to the record that he, "had somebody in mind
43 for this position."

1 Ms. Kolodziej noted the following request were made subsequently to those dates to the Mayor and
2 the City Council on October 23: Councilmember Mundle requested on record during the Council
3 meeting that Lewis and his candidate follow the established hiring practices for the City of East Bethel
4 and that the person apply and be vetted and interviewed by staff. She stated on November 1, a
5 request was made for the timeline to hire the new City Administrator, which was particularly
6 concerning for her.

7 Ms. Kolodziej stated the public record request asked for finalists for the City Administration by
8 November 9. She indicated the City staff, which she did not hold liable for this, could not fulfill that
9 request as they were not informed of the candidate's name. She noted this put staff in a position of
10 being unable to fulfill that public records request.

11 Ms. Kolodziej indicated the City staff and Councilmembers were emailed the candidates information
12 by Mayor Lewis the morning of the City Council meeting on this past Monday, which was 23 days
13 after the request was made at the October 13 Council meeting. She stated Councilmembers and staff
14 were given 10 hours to review that information before the City Council meeting. During the
15 November 13 Council meeting, she stated Mayor Lewis and Councilmembers confirmed verbally that
16 they had prepared a hiring package with the City Attorney for the City Administrator position and
17 provided that to the candidate. She stated this was done prior to the Council meeting vote to
18 approve his hiring package, but it was pending a background check.

19 Ms. Kolodziej stated because the person hired was already serving on the Anoka County Commission,
20 he would only be working 60 percent of the expected time for the City of East Bethel in this position,
21 and would be paid 60 percent of those wages, or \$87,000 while he was working the two positions.
22 She indicated it should be noted that the hire had asked and had indicated that he would be phasing
23 out of his role as the County Commissioner, and that Mayor Lewis himself confirmed that the
24 candidate indicated he could perform his responsibility as City Administrator and County
25 Commissioner and there was nothing in the law that precluded that.

26 Ms. Kolodziej noted they had no reassurances that they would have a full-time City Administrator and
27 Commissioner Look's position if he chooses to continue with both as it does not end until November,
28 2026. She indicated the City Administrator was a huge key position for the City.

29 Ms. Kolodziej asked why the Council and Mayor did not follow the City's established hiring processes.

30 Lewis thanked her for her question and stated initially he planned on following, it's not prescribed by
31 law or by Ordinance or anything else, but it was believed to be the City's practice which is to
32 advertise, go through resumes, and sort it down to the top three people, the usual kind of deal. And
33 when he happened to be referred to Commissioner Look, he met with him, and reviewed his
34 background, and he honestly believed he could not imagine finding someone with any better
35 experience than Commissioner Look had; he could not image it. He indicated being objective about it
36 because he did not have any preconceived notions, He was just somebody referred to him.

37 Ms. Kolodziej asked them to speak of transparency. Lewis stated he had listened quietly to her and it
38 was perceived transparency on her part, but he was being as transparent as he could given that
39 Commissioner Look had a job and he could not put Commissioner Look at risk, so that was the thing.
40 That was what was tying his hands. Otherwise, he would have been fine with making it open early
41 on, but he had to be cognizant of that. Lewis stated as far as developing a compensation plan, that
42 plan was based on Davis's compensation plan for 2023, almost identical. He indicated that was
43 where that came from.

1 Lewis stated with all of this stuff, he worked in close collaboration with the City Attorney specifically
2 to make sure that they all adhered to all the required steps, but the only thing that drove the process
3 from his point of view, and it wasn't a done deal until the City Council voted on it. He noted it was
4 proposed, Commissioner Look had not been hired for life, and they let him know what he was going
5 to make before they hired him.

6 Lewis noted he was as transparent as he believed he could be and adhered to the law very closely.
7 He stated he was probably the only person sitting here who had been through the League of
8 Minnesota Cities courses twice, that were recommended for City Councilmembers, just to make sure
9 he was putting as much as he knew about doing this kind of stuff and doing it properly. He stated at
10 the end of the day, he believed they had found a candidate who was not only experienced in
11 government at the local level, had been on the City Council of Ramsey for 4 or 5 years, as well as 13
12 years as a County Commissioner, and owning his own business in Anoka County for 20 to 23 years.

13 Lewis stated Commissioner Look also had contacts through his business with members of the State
14 Legislature and he believed that the transportation, and also having friends at the State Capitol, to
15 get some grant seeking help and/or debt forgiveness. He noted Commissioner Look also worked
16 down a deep indebtedness situation in Anoka County and got that work back to a more normal level.

17 Ms. Kolodziej stated she was going to make it clear one more time for Lewis. She indicated she was
18 not questioning Commissioner Look's qualifications and that was not what her question was about.
19 She indicated she wanted to know why Lewis did not follow procedures and this was all about
20 transparency on the Council. She stated the tendency was for the Council to not be communicating
21 clearly and not looking after the best interests of the City.

22 Lewis stated that the question whether it's really what the real problem was that they were not
23 communicating, what she wanted to hear, because they were doing their best to communicate. He
24 reiterated his hands were tied and he could not reveal what somebody was looking at while
25 employed because that created all kinds of problems on its own.

26 Ms. Kolodziej thanked Davis for his service and told him that she did not know how over the last
27 months, he had tolerated staying this long and the fact that he did, told her that he was a man of
28 honor and integrity and she really appreciated his tolerance in this environment.

29 Lewis asked if anyone else had any questions.

30 Jeri Johnson stated her biggest problem was that Lewis did this all himself and he apparently did not
31 discuss this candidate with other members of the Council and they did not find out about it. She
32 recalled one meeting where Lewis was asked for information and Lewis pretty much just blew them
33 off and said, thank you, Brian. Lewis stated he could not reveal the information at that time.

34 Ms. Johnson asked why was there so much secrecy. Lewis responded they did not have to approve
35 Commissioner Look as the City Administrator. He stated he did not run the Councilmembers and he
36 was just a Councilmember and he did not run everybody and tell them so they could have said, Okay,
37 let's table this for another couple of months.

38 Mundle stated he did make that motion. Lewis noted there was not a second to the motion and it did
39 not go anywhere.

40 Ms. Johnson stated the process was just totally... Lewis stated the assertion that this wasn't a legal
41 process was totally incorrect and he checked with the attorney and it was not a legally required
42 process to advertise it. It was just the way it was.

1 Ms. Johnson asked if the Councilmembers had discussed this with this among themselves. Lewis
2 stated he asked the attorney immediately after he met Commissioner Look. And stated he needed to
3 know.

4 Ms. Johnson asked Lewis what made him think that he was the one that got to pick Commissioner
5 Look. Lewis responded if he came in here and declared Commissioner Look as the next City
6 Administrator... Ms. Johnson responded there were no other options presented.

7 Lewis stated sure there was, and the option was, "No, we want to look at more people." That was
8 not what this City Council decided. Ms. Johnson stated she thought this was very "Trumpian" of him.

9 Jill Anderson, Rendova Street, stated she was an elected official as a School Board Member. She
10 commended Lewis for running on transparency and listening to his constituents. She commended
11 him because that was exactly what he was doing. She wanted to say kudos for the opportunities that
12 he was providing for all of them to provide him input.

13 Ms. Anderson stated as a current elected official that represented East Bethel and a much larger area
14 than this City, when she gets a call or an email, she responds. She indicated when she gets called out
15 on social media, she was always out there responding and she knew there were a number of people
16 in the audience who knew her name, and they could tell Lewis that she responded.

17 Ms. Anderson stated she wanted to commend Commissioner Braastad, Commissioner Look, and
18 Councilmember Mundle. She stated every time she had reached out to them, whether they agree or
19 disagree on a topic, they had always responded to her. She indicated Commissioner Look had
20 responded to her many times and while she might not be very happy with some of his push on
21 Highway 10 and instead wanted him pushing for Highway 65, he always responded to her. She
22 indicated it was same with Commissioner Braastad and also Councilmember Mundle.

23 Ms. Anderson stated she had reached out to the rest of them and it was crickets, she had not heard a
24 single thing from any of them. She indicated that was very disheartening, especially with what was
25 going on in the City. She stated they all ran on transparency and responding to their constituents, but
26 she had not seen that at all and that was disheartening. She noted as an elected official herself, if she
27 did that, she would be called on the table.

28 Ms. Anderson stated earlier tonight, Commissioner Braastad mentioned when you get a complaint
29 that was your opportunity to learn, reach out, and discuss. She stated the four of them did not do
30 that. She had not heard from any of them, and they had all been tagged in numerous things on social
31 media, and she knew they were out there.

32 Ms. Anderson stated DeRoche was out there talking about veterans on the same page that he was
33 being shredded and tagged in different comments, but he did not reach out to any of them.

34 Ms. Anderson asked the Council to help her understand what was transparency in their book,
35 because if she looked up the meaning of it, she was not seeing it from any of them. Lewis asked if he
36 could respond. Ms. Anderson responded she had a second comment.

37 Ms. Anderson quoted from the third subdivision of Minnesota State Statute 413.43, subdivision 3:

38 "Names of applicants shall be private, except when certified as eligible for appointment to a
39 vacancy, or when applicants are considered by appointing authority to be finalists for a
40 position with public employment for the purposes of the subdivision. Finalists means the
41 individual will be selected to be interviewed by the appointing authority prior to selection."

1 Ms. Anderson stated that meant that Commissioner Look's name was public information on
2 Thursday, when the agenda was put out, but Lewis did not put Commissioner Look's name out there.

3 Ms. Anderson stated if Lewis had attended all of the League of Minnesota Cities trainings, and he
4 reached out to the attorney, he obviously was not very well educated or didn't pay attention, she
5 didn't know which one.

6 Lewis responded he wasn't an attorney. Ms. Anderson stated she knew that but there was definitely
7 an issue here. She asked what was transparency. Lewis suggested when she wanted people to
8 respond it was poor strategy to attack them first, and then they say, "Gee, why didn't I hear from you
9 after..." He indicated he was aware her comments were on Facebook as his wife was on Facebook
10 and other people called and told him, but it was not very good strategy if she wanted people to be
11 cooperative.

12 An audience member made a comment which was inaudible. Lewis he stated he was answering the
13 question.

14 Ms. Anderson stated she was asking Lewis a question, which was, "What is transparency to him, how
15 was he responding to his constituents, and who did he respond to as he did not respond to her."
16 Lewis asked if she wanted to keep asking him, or did she want to hear what he had to say.

17 Ms. Anderson stated she did not want Lewis to be giving her a bunch of crap, and she wanted him to
18 answer her. Lewis responded, Ms. Anderson decided what was crap and what wasn't, so no matter
19 what he said, she was going to do whatever she wanted. Lewis stated they all know what
20 transparency was – it was clearly revealing a response to a question and he didn't see any point in
21 responding to her because she just attacked him without knowing him or without knowing any of the
22 circumstances. Lewis indicated it was part of being a human being too, he didn't have to, the same as
23 he doesn't respond to the so called reporter at the Anoka County paper. The reporter twists words
24 so why should he waste his time feeding the reporter information. Lewis stated if the reporter
25 wanted to make stuff up, go ahead and make it up; the reporter didn't need his help and that was
26 what he told the reporter.

27 An audience member made a comment that was inaudible in which Lewis responded, "So?" Lewis
28 stated he responded to plenty of people who didn't agree with him, but he did not take seriously
29 people who attacked him and who don't even know what they were talking about.

30 An audience member made a comment that was inaudible. Lewis responded, "How could you? If I
31 was transparent, you would know what you are talking about. If he wasn't, then how could you know
32 what you are talking about? It can't be both."

33 Lewis stated that was one reason he didn't want to feed more information, because all of it would be
34 used to attack either him or Commissioner Look, or somebody else. He indicated there was plenty of
35 time, there was enough time to go over that information and be prepared for Monday night's
36 meeting.

37 Mundle stated there was not enough time. Lewis asked Mundle if there wasn't, then where did he
38 get his questions from, how could he have reviewed the materials, but he had question after
39 question.

40 Mundle stated he had asked generic questions. Lewis stated, no. Mundle stated he knew that there
41 was going to be an interview that night and the questions he had were generic. Lewis stated they
42 were not generic. Mundle responded they were generic. Lewis responded, no, they weren't...no
43 they weren't.

1 Andrew Corniea stated he had a few questions, but for the sake of time he would just ask something
2 completely unrelated. He asked if somebody actually ran the City.

3 Mr. Corniea stated he did not envy any of them and he applauded them. He wished them good luck
4 in their future endeavors. He noted this was the first time he had spoken and he did not know
5 anything about any of them, other than what he had read on social media.

6 Mr. Corniea asked did the City actually have somebody that runs any form of social media other than
7 the City's website. He understood the City did have a Facebook page. Lewis responded the Facebook
8 was just a posting page.

9 Davis stated the City had a coordinator that looked at that and the Facebook page was just for
10 notifications and it did not allow any comments. He stated the website was for informational
11 purposes. Davis noted they also had a complaint page on there that people could register
12 complaints. He indicated generally those complaints relate to street conditions, potholes, and things
13 of that nature. He stated they do not engage in the social media aspect that were traditionally
14 associated with the number of these sites.

15 Mr. Corniea noted he understood a lot of cities were moving in that direction and he was curious if
16 that was a possibility. Lewis stated they had done a survey in the Spring through the *East Bethel*
17 *Bulletin* about the means of communication, and the second place was the website so they have
18 already identified that they needed to "beef up" the website to make it better and they had certainly
19 found out recently that they needed to work on the audiovisual part of things at these meetings, in
20 particular, the Planning Commission meetings, and Parks Commission was not up today, so there had
21 been problems with that also.

22 Mr. Corniea, stated his question was getting towards Commissioner Look and his position was only to
23 be operating for 60 percent of the time until February. He asked would it be possible to use the extra
24 40 percent of Commissioner Look's salary for those 2 months to temporarily hire somebody to "beef
25 up" the website and actually make it user friendly. Lewis responded there was money in the budget
26 that could be found to "beef up" the website. He noted the change from one City Administrator to
27 another was a big change for the City, especially after it had been the same for 12½ years, so that was
28 kind of a big thing, which they were working through. With respect to the 60 percent, which was
29 what Commissioner Look agreed to as far as the amount of his normal salary he would take for the
30 interim, but he would probably be working 80 percent.

31 Mr. Corniea stated his argument was that it was very difficult, even with the meetings being on
32 YouTube, to sometimes find the City Council meetings, even for people that knew where to find
33 them. He asked if there was somebody or a group that they could reach out to help facilitate making
34 it easier and more user-friendly for people to get to these meetings. Lewis stated one of the things
35 he would like to see is...he uses the internet every day and everything, but he is not a "cyber dude" or
36 something, but he has a tutorial. So it kind of shows you the over quick overview of video – click on
37 this and it gives you an overview on how to navigate the system for maximum value. That was
38 something he wanted to see.

39 Mr. Corniea asked with respect to business and housing, what was the City's plan for inside the 65
40 corridor and outside the 65 corridor because he knew there were developments on both sides of an
41 imaginary line. With respect to business, he knew everybody talked about getting a grocery store.
42 He indicated people wanted a grocery store and they wanted something small-town friendly versus
43 another Dollar General. He acknowledged there were talks about a Walmart and that fell though. He
44 asked what were they doing to drive business to the City. He asked if there was a plan in place to

1 subsidize businesses to try and get them to come to the City. He also asked if there was a plan to
2 help improve businesses already in the City and clean up. He noted some of the places on Hwy. 65
3 looked less than desirable.

4 Mundle responded as far as attracting businesses, there are some economic tools that were
5 available, such as Tax Increment Financing (TIF).

6 Lewis stated they also have a Housing and Redevelopment Authority that could help with
7 redevelopment of some properties in the City.

8 Mundle stated one of the things they did was to create the Community Development Director
9 position a few years ago just to address some of these economic issues.

10 Berg stated he would be more than happy to sit down and go through the long-term Comprehensive
11 Plan with Mr. Corniea and he would point out where the MUSA boundaries were located and what
12 the future development growth could look like. He indicated at this point, he believed the City was a
13 little bit more in the reactive mode and they were waiting for developers to come to them. He
14 acknowledged the best thing that they were finding for business growth was the referrals from other
15 businesses in the community. He stated what was currently happening in the industrial park was
16 fantastic, but he did not want to take up everyone's time with the long-term plans and encouraged
17 Mr. Corniea to make an appointment with him to go through this.

18 Mundle thanked Berg for his response and stated he knew Berg was a smart guy and would have
19 good answers for Mr. Corniea.

20 DeRoche stated there was a lot of hyperbole about the City Administrator job. He requested Davis
21 explain how he got the job. Davis indicated he believed that was common knowledge. DeRoche
22 stated a lot of people probably did not understand.

23 Davis stated he was the City Administrator in Prescott, Wisconsin, when he had the opportunity to
24 come to East Bethel as a Public Works Director in 2006. He accepted that position and was in that
25 position for 4½ years. He stated there was a changeover in City Council and as a result, the previous
26 City Administrator was dismissed along with the Assistant City Administrator and the City Attorney.
27 He stated an Interim City Administrator was brought in but apparently did not work out. He indicated
28 he was approached by DeRoche to see if he would be interested in taking that position on an interim
29 basis, which he did accept on March 3, 2006. He stated he stayed in that interim position until May,
30 2006 at which time he believed the Council evaluated his performance and thought he would be a
31 good fit for the full-time position. That was how he was sitting here today.

32 DeRoche stated he understood whatever was on the internet, it had to be true. He indicated the
33 story out there was that there was all these applications and interviews, and other procedures that
34 were followed prior to Davis coming here, and that didn't happen. He stated Davis was brought in.
35 He stated when Heidi, Richard, and he were elected and Doug Sell was the City Administrator and
36 Tammy, who he did not remember her last name, was an HR person and the Deputy City
37 Administrator. He noted the City Attorney was really sick with cancer and wasn't doing the City a
38 whole lot of justice.

39 DeRoche noted Dave Schaaf came in and started Mark Vierling as the legal counsel. He indicated
40 Dave Schaaf "just really dumbed things up" within a short period of time, and so when Davis's name
41 came up, they appointed him. DeRoche stated whoever said all this other stuff that happened and
42 that the Council violated the laws didn't make a "big cry" when Davis came in.

1 In response to Ms. Anderson's question, DeRoche stated he did not answer people's "dirt" on
2 Facebook. He asked, "What emails?" He noted Ms. Anderson had shown him when she sent the
3 emails, so he was not going to argue with that. He stated he does not deal with the Facebook "crap
4 because all it did was add more and more and more and he was not going to do it. He stated if
5 someone wanted to talk to him, call him on the phone, he would sit and talk, but he was not going to
6 get "in this nitpick and crap" on Facebook and everything on the internet. It's true, he knows, but in
7 this particular case, he stated that was not true. He stated Ms. Anderson was around in the days
8 when Davis came in and why didn't she have a problem with that.

9 DeRoche stated Lewis came in when Harrington resigned. He indicated they had to appoint a man, so
10 Lewis was appointed and these guys asked him if he would serve on the Council. He indicated his
11 response was that he really didn't want to because it was going to bring more headaches than could
12 be imagined, but everyone said he had to do it. He indicated the paper came out and said that Lewis
13 appointed DeRoche because he is Lewis's neighbor. He acknowledged Lewis was his neighbor, but
14 the paper did not put in the paper that he had served 4 years on the Council with one year as the
15 Mayor. He noted the newspaper called him three times, but he was not going to call them back
16 because right after he was sworn into the Council, there was a "heck of an article" written. He stated
17 he called the editor and told them if they were going to print stories about him to make sure it was
18 the truth and told them to not contact him again if they were not going to print the truth, whether it
19 was good or bad.

20 Mr. Corniea stated he was not trying to fight, but if they wanted them to have the truth, they had to
21 talk to them. DeRoche responded he knew newspapers sold sensationalism and he chose not to talk
22 to them and that was his business.

23 Lewis stated it was their right not to talk to them and it was Mr. Corniea's right to say they should talk
24 to them. He noted it was Mr. Corniea's right to say they were not being transparent when they felt
25 they were being as transparent as they could be. He stated they all had these rights, but it was just a
26 matter of whether they all had to live with each other and accept each other the way they were.

27 Lewis indicated he was 69 years old, he was comfortable in his own skin, and he didn't leave his self-
28 worth up to everybody else's opinion. He stated he cared a lot about his wife, kids, and God's
29 opinion about it, and everybody else was pretty far down the list.

30 An audience member stated they were elected officials and they should care about the residents.
31 Lewis responded he was talking about his self-worth and that was irrelevant, but that was very
32 relevant. He indicated one thing about what was great about getting older was there was a lot of
33 negative parts to it, but one of the great things is you become comfortable in your own skin. He
34 stated teenagers remembered how much you cared about what everybody else thought about you,
35 but you don't have that going on when you were his age or older. He noted you just don't worry
36 about it as much. You listen to people better actually because you are not listening as though you
37 need their validation and you are listening to what they say.

38 Brian Bezanson, Quincy Street, noted that Lewis had stated he could not reveal the candidate for City
39 Administrator because he didn't want to jeopardize Commissioner Look's employment and Lewis
40 cited the Data Privacy Act. He indicated Commissioner Look could not get fired by anyone as his
41 position was an elected public official, and the only way Commissioner Look would lose his job was if
42 the voters voted him out. He asked how did that apply and why was Lewis using that as justification.
43 Lewis responded he did not think he said that Commissioner Look would lose his job, and if he did he
44 misspoke. He indicated he did not want to put Commissioner Look into a bad position. Mr. Bezanson
45 acknowledged Lewis might have said that.

1 Lewis stated he never claimed to be a perfect human being if he misspoke. He noted what he meant
2 to say was that he did not want to reveal information that would make Commissioner Look's situation
3 difficult because all of a sudden Commissioner Look would be asked by staff and fellow
4 Commissioners about it. He indicated he felt he owed it to Commissioner Look also.

5 Mr. Bezanson stated he had introduced himself to Commissioner Look and had explained his history.
6 He hoped Commissioner Look was very successful for the sake of the City. He noted it was his
7 opinion that Commissioner Look had "big shoes" to step into.

8 Lewis thanked Mr. Bezanson for his comments.

9 Chad Howard stated Councils were supposed to be a unity group, but he saw a lot of nothing about
10 unitary realism from them as far as... Lewis questioned the words "unity group." Mr. Howard
11 explained what he meant as unilateralism where you work independently, regardless of whatever
12 else anyone thinks. He indicated they just make a pick as they did with the EDA and Commissioner
13 Reiter getting appointed over the other two people who were nominated.

14 Lewis requested Mr. Howard slow down as Mr. Howard was difficult to track. Mr. Howard stated
15 what he saw from four of the Councilmembers was that they act independently regardless of what
16 other input they get from the City. He asked why have the Commissions making decisions and
17 nominating people for appointment, "Just to kick them to the curb" so the Council can put their own
18 person in. He pointed out Lewis had appointed Commissioner Reiter when Reiter helped Lewis run
19 his campaign to get him elected. He indicated nepotism and cronyism screams out.

20 Lewis stated Mr. Howard was making the same comments about him and Matt supposedly being old
21 buddies. Mr. Howard asked Lewis if he knew that he had five articles in the *Star Tribune* about
22 various harassment things. Lewis stated in his opinion, Mr. Howard used a very biased newspaper as
23 his justification.

24 Mr. Howard noted it was the largest newspaper in the region. Lewis questioned region and asked
25 Mr. Howard what region was that. Mr. Howard responded the Twin Cities metro region, the Upper
26 Midwest. Lewis pointed out it was largest newspaper in the Twin Cities area. At this point, multiple
27 overlapping comments by Lewis and Mr. Howard became inaudible.

28 Lewis stated Mr. Howard was using a source that he didn't regard as credible. Again, at this point,
29 multiple overlapping comments by Lewis and Mr. Howard became inaudible.

30 Lewis stated when he lived in Minneapolis 41 years ago, he didn't subscribe to the *Star Tribune*. Mr.
31 Howard stated it had five articles about Commissioner Look. Lewis stated Mr. Howard was talking
32 about accusations that did not pan out. Lewis stated he had heard of an article about Mr. Howard
33 and asked if Mr. Howard wanted him to tell everybody about it and present it as though it was
34 justified.

35 Mr. Howard asked if Lewis had asked him about. Again, at this point, multiple overlapping comments
36 by Lewis and Mr. Howard became inaudible.

37 Mr. Howard asked Lewis if Commissioner Look had been asked if he had harassed constituents. Lewis
38 responded there was nothing found there and it was a false accusation. Mr. Howard stated
39 Commissioner Look apologized for it. Lewis stated it was a false accusation.

40 Mr. Howard stated it wasn't a false accusation. DeRoche asked Mr. Howard how did he know it
41 wasn't and stated Mr. Howard did a lot of slander of people. DeRoche stated, "Mr. Anthony
42 Chadwick or Chad Howard, or whoever you hold you are. Who are you?"

1 Mr. Howard stated that whatever his Facebook name was, it was irrelevant to what was actually
2 happening and he held "you guys" accountable and as he said before, it was a circus. DeRoche stated
3 he was not worried about Mr. Howard holding him accountable and the only ones he was
4 accountable to were his family.

5 Mr. Howard stated he brought that up and he made a Facebook... DeRoche stated he did not read
6 Mr. Howard's crap.

7 Mr. Howard noted DeRoche had communicated with him via messenger several times. He asked if
8 everything they did was there a unilateral... Lewis asked if he had any questions for them as this was
9 a question-and-answer session.

10 Mr. Howard asked if they were going to continue to be unilateral and do it their own way or were
11 they going to actually... Lewis stated they were going to continue to serve the residents of East Bethel
12 the best they could.

13 Mr. Howard stated he did send several emails to Lewis. Lewis stated there would be an election next
14 fall. Mr. Howard stated he had sent Lewis a very polite email, which as everyone else had pointed
15 out, had never been replied to by any of them. Lewis stated he did not recall honestly getting it.

16 DeRoche noted the emails to the City went through him and he asked if Davis had ever seen any of
17 Mr. Howard's emails go through. Davis responded no because the emails were the Council's own
18 personal address and did not go through him.

19 Mr. Howard stated he sent the emails to their own City Council emails. Lewis stated he did not recall
20 seeing them.

21 Mr. Howard stated they had talked about being transparent and being for the people, so why were
22 they dictating whether or not someone could sell their land and making them jump through hoops.
23 Lewis asked what/who Mr. Howard was talking about. Mr. Howard responded the golf course and
24 attempting to sell their land to Capstone and the Council has made them jump through so many
25 hoops that if that deal falls through. DeRoche asked what hoops.

26 Lewis stated the Council had approved the preliminary concept. Mr. Howard asked what were they
27 falling back on. Lewis asked Mr. Howard what he was talking about as that was not their land to sell,
28 they were not the ones buying it, they were not parties to the transaction, and they were just the
29 municipality in which it was happening.

30 DeRoche asked Mr. Howard if he understood the way cities worked. He indicated the City could not
31 tell people to buy or sell their property and it was already zoned for what was told to be there. He
32 noted the sewer district was three-quarters and asked Mr. Howard if he had any idea how that all
33 came to be. Mr. Howard responded the land there was zoned for residential and the City made them
34 jump through hoops. DeRoche clarified it was mixed use.

35 Mr. Howard stated it might be mixed use, but that did not mean it all had to be mixed use if they
36 came forward with that development. Lewis asked Mr. Howard if he knew what the definition of
37 mixed-use commercial was. Mr. Howard responded it was commercial and residential, and he was
38 glad they were at least attempting to go through. DeRoche asked Mr. Howard if he was aware that all
39 of those decisions were made before they came in. Mr. Howard responded they were made when
40 DeRoche was still on the Council to put the water in. DeRoche responded no and what did Mr.
41 Howard mean when he said he was still on the Council. DeRoche noted he came on the Council on
42 June 26. Mr. Howard responded when DeRoche was on the previously Council. DeRoche noted that
43 was 12 years ago and he was the only one that voted against the sewer/water. Mr. Howard stated

1 the water/sewer went in at that time. DeRoche told Mr. Howard to look into it and to look at the
2 facts.

3 Lewis asked Mr. Howard if he had any more questions.

4 Mr. Howard stated he was wondering if they were ever going to reply to his email. Lewis responded
5 he did not honestly recall getting an email from Mr. Howard. Mr. Howard told Lewis he should check
6 his City Council emails because there had been several and he knew there was an email he sent that
7 was actually... Lewis stated if he did see it, but he didn't think he would because all Mr. Howard did
8 was to attack him and attack the other people on the Council. He asked what was the point. He
9 indicated there was no point and Mr. Howard had made up his mind that they were bad and he was
10 good and there was nothing to do with it. Lewis stated he had other things to do in his life too,
11 besides beat his head against a rock. He believed he was actually very responsive to people, but
12 when they pre-indicate that they either despise him or think he's bad or something, then what's the
13 point because you've already made your mind up.

14 Mr. Howard stated there was nothing negative in the email and it was asking questions about how
15 Lewis go to the point of selecting... Lewis stated he had already explained that very clearly on several
16 occasions and he did not know how to explain it more clearly.

17 Mr. Howard thanked him. Lewis told Mr. Howard to have a good night and thanked him for his
18 questions.

19 Paula Marsh, 200th Lane NE, noted obviously people are pretty upset about how the Council had gone
20 about doing things and she questioned the reason why they did not know Commissioner Look's name
21 because of the things that were out there about him.

22 Ms. Marsh stated one thing that really bothered her was the fact the Lewis had twice snapped at
23 Mundle. She believed that very disrespectful language was used towards Mundle just because Lewis
24 went about doing things differently and out of the norm. She stated one instance was when Mundle
25 indicated he had not had the opportunity to review Commissioner Look's information sent out the
26 morning of the meeting because he worked a full-time job.

27 Lewis asked Ms. Marsh if she had a question. Ms. Marsh stated it made her uncomfortable and she
28 was making a statement. She stated she did have a question but wanted to make a statement first.
29 She stated Davis was very gracious with this whole thing. She noted Lewis had said that he wanted to
30 take things in a different direction and asked with respect to Davis, did Davis no longer fit the
31 direction they were taking things. Lewis stated he had not said he wanted to take things in a
32 different direction and what he said was that it was common knowledge in business and in other
33 organizations that a change in senior management from time to time, was healthy for the
34 organization to get a different perspective. He stated if there was baggage with the current senior
35 management that goes with them, and then you have a fresh slate to start with. Lewis indicated he
36 was pretty sure that what he just said was true, and this was also in government too. He stated they
37 tried to have a change in management now and then and not have one person doing the same job for
38 30 years. They wanted to have a fresh perspective.

39 An audience member made an inaudible comment. Lewis asked what were they talking about. The
40 audience member's response was inaudible. Lewis stated because they needed his experience and
41 he was the only one who was on the City Council before and the three of them were newly elected.
42 Mundle stated he had been on the City Council before. Lewis stated Mundle was still here and they
43 did not have to replace him.

1 Lewis stated he was talking about them having a hole when he became Mayor. He indicated when
2 Mr. Harrington resigned, he was appointed Mayor by the Council and then they had an opening on
3 the City Council and he wanted DeRoche to apply for it, not because DeRoche was his neighbor two
4 doors down. Lewis stated he and DeRoche have probably said 200 words to each other in 27 years
5 before this all started. It was because DeRoche had the experience plus DeRoche had a lot of
6 credibility with him. He noted he had lived in the City for over 27.5 years and he remembered
7 attending two meetings on the water/sewer thing when that was going on and he knew exactly how
8 his fellow residents felt about it at the time. Lewis stated he respected DeRoche because he was one
9 of only five who voted against it because DeRoche knew the residents did not want it at that time.

10 Lewis stated he learned, he found out as a surprise since he's been involved in all this stuff, noting
11 that most people do not pay attention to this stuff at all, is that it was driven by the Met Council. The
12 City Council wanted us to build water and sewer but the Met Council did not. The Met Council did
13 not want East Bethel to do a water/sewer system for another 7 to 10 years because they felt it was
14 premature. It was the City Council who just did it, even on their way out the door. He indicated the
15 City Council decided to float the bonds and they started the process, even after a good many of them
16 had been voted off the City Council as lame ducks. Lewis explained that once you float bonds, you
17 create the debt and that drives the process. He indicated that was the whole idea of debt slavery to
18 begin with. It was a means to control people. That was why he asked DeRoche to run for the City
19 Council, because DeRoche had the experience that they did not have.

20 Ms. Marsh stated another thing about Davis was not only had he proven that he had done
21 tremendous things for the City, Davis had also built relationships with community members and they
22 totally respect Davis because he has integrity. She stated she believed that was what was missing on
23 the Council – integrity. Lewis responded he hoped they would be able to change her mind.

24 Ricky Snider, 7th Street and 24th, stated Lewis had been asked questions by several people today and
25 what she heard was that Lewis refused to answer the questions because he was being attacked. She
26 indicated she was interested to know about the people who had asked questions, how many of them
27 felt as though they had gotten an answer to their questions. Lewis stated he did not know how he
28 could have answered the questions better than he had.

29 Ms. Snider stated Lewis had not responded to them at all. Lewis told Ms. Snider to go home and
30 watch the tape of the meeting and he believed she would see that he actually answered the
31 questions as best he could. He indicated he was not looking to avoid anything and that he had put his
32 hands up at Monday's Council meeting and said, "If it doesn't work out with Matt, and everything
33 goes to hell in the City and all that, I'm the guy to blame." Lewis stated he did not think that was how
34 it was going to go and he believed it would be great.

35 Lewis stated there was no animosity with Davis and it was just time for a fresh set of eyes working in
36 the job. He noted this was his opinion, and apparently it was also the opinion of the other
37 Councilmembers. He stated he did not avoid answering questions and he was doing the best he
38 could to answer them. Lewis indicated if he was falling short, that was just his personal failure.

39 Ms. Snider stated that was not an option when they were elected officials. Lewis stated maybe it was
40 not happening the way Ms. Snider was saying and maybe he was answering, but she just did not like
41 his answers. Ms. Snider responded she had not heard any answers. Lewis asked if anybody else had
42 that read on it that he was not answering. Ms. Snider requested she be allowed to ask her question.
43 Lewis stated he was wondering what did he have to do to be clear about his answer.

1 Ms. Snider requested Lewis give her the chance to ask her questions, which was previously asked.
2 She stated the three of them ran on a platform of transparency and thus far, she had not seen it at
3 all. Lewis noted that was not a question, it was a statement.

4 Ms. Snider stated she was not done. She indicated at the Council meeting on Monday, when Lewis
5 was discussing the appointment of the City Administrator, he was having a conversation telling us
6 about the qualifications and saying this person has this experiences and this person has this
7 education. She noted it was not until Commissioner Look was invited into the room that Lewis even
8 said his name. She stated her question was this whole package should have been open for discussion
9 with any of the residents of East Bethel. She indicated Commissioner Look was their employee and
10 they were their elected officials. Lewis asked Ms. Snider what was her question.

11 Ms. Snider stated she was asking about transparency. She noted Lewis ran on transparency and she
12 had not seen any of it. Lewis stated this was another statement. He asked if Ms. Snider had a
13 question for him. He noted he was ready and willing to answer.

14 Ms. Snider asked Lewis what was his definition of transparency as it exists and as it is identified and
15 expected of someone in his position. Lewis responded it is to reveal information as you are able to
16 do so. He stated if they had advertised and received ten resumes, people were supposed to post
17 them right away before anybody was a finalist. So, where exactly did they start. He indicated being
18 transparent was having to look out for people's identities if they were working for this City or that
19 city. He stated they don't just publish it in the newspaper or *East Bethel Bulletin*. He stated if
20 somebody sent them a resume, then they are interested in this job and they have to be careful how
21 they handle that information.

22 Ms. Snider stated it was not Lewis's job to protect an applicant from the job because of ramifications.
23 Lewis asked in this case, whose job is it to do that – protect them. Ms. Snider responded if they apply
24 for the job, then they need to contend with any ramifications with their current employer.

25 Lewis noted that was going to limit the number of people that were going to apply for a job if they
26 think the City was going to post their information. Ms. Snider responded they didn't have any. Lewis
27 stated to Ms. Snider that she was not listening to what DeRoche said before and Davis did not go
28 through any of that stuff.

29 Ms. Snider stated no one had the opportunity to apply for this job, so you don't have to worry about
30 people not wanting to apply because they have not been given the opportunity. Lewis stated he did
31 not deny that it wasn't what you could consider the norm, but he believed the results spoke for
32 themselves in terms of the quality of the person they had gotten. He believed in the end that was
33 what was going to matter the most.

34 Ms. Snider indicated they could have a well-qualified person for a job that does not do the best job.
35 Lewis responded she was right. Ms. Snider stated she was sure Commissioner Look was well
36 qualified, but that was not a guarantee he was going to do the best job. Lewis responded that was
37 not a guarantee and it was always a risk when you hire people. He indicated an applicant could make
38 it look great, they could sound great and everything else. It doesn't guarantee that it was going to
39 work out.

40 Ms. Snider stated her next question was for future City positions, would those jobs be posted like
41 they should. Lewis responded he assumed they would be, but he could not guarantee it forever
42 because he probably wouldn't be here anyway, but he would imagine so. He stated it was an unusual
43 thing to just have somebody pop up who seemed to be so inordinately qualified. It surprised him a
44 lot and he did not expect it to happen at all. Lewis stated he expected in the future that they would

1 go through advertising, sorting through resumes, pre-interviews, and then final interviews. He
2 indicated it just so happened that this person popped up and he could not image doing any better
3 than this.

4 An audience member asked Lewis if he was the only one that decided it. He asked Lewis if he had
5 talked to the other guys. Lewis responded he was not going to reveal that because he promised he
6 would not reveal it to the person, but the City Council had to vote. Lewis stated he did not run the
7 people here and is not their boss or anything else so if they did not care for the person, they could
8 have said no and opened the process and do it another way.

9 Ms. Snider stated to get back to her questions about transparency. Lewis said it was one of those
10 words and every word in the English language would be defined a number of ways depending on the
11 person. Lewis stated if there was a dictionary definition it meant clear, that was literally what
12 transparency meant, can be clearly seen through, open, and honest, is the definition of transparency.

13 An audience member stated it was being open and honest.

14 Ms. Snider stated Lewis was still not answering her. Lewis noted he did not have a dictionary in front
15 of him. DeRoche stated they were just going round and round. Lewis asked if they had anything else
16 tonight besides that process.

17 An audience member made an inaudible comments to which Lewis responded he tried three times
18 and he did not know how many times he could try it.

19 Jill Anderson stated she wanted to make it clear that there were some accusations by the Mayor
20 saying he was targeted in emails. Ms. Anderson read the emails she sent: "Good Evening, can you
21 please help me understand the info I'm seeking about replacing the City Administrator? Evidently, it
22 was discussed at the most recent meeting, but there's been nobody online to watch." Lewis stated to
23 Ms. Anderson that her premise was false. He said Ms. Anderson attacked him on Facebook – the East
24 Bethel Facebook sites, and he did not say she had done it by email.

25 Ms. Anderson stated the premise. Lewis stated the premise Ms. Anderson started with was incorrect
26 and she attacked him on Facebook.

27 Ms. Anderson stated she had asked if Davis was leaving because he ended his contract early or was
28 he being let go. She indicated "no response." Ms. Anderson continued reading the e-mail she had
29 sent: "Good Evening, can you understand the info I'm hearing about replacing the City Administrator"
30 Lewis stated to Ms. Anderson that it doesn't matter if she reads all of it because her premise was
31 incorrect. He noted Ms. Anderson said he did not respond because Ms. Anderson was clearly
32 attacking him already.

33 Ms. Anderson stated she had two questions for Lewis. First, when did the Council meet to discuss not
34 renewing Davis's contract. She noted she had watched every Council meeting from January 1 until
35 Davis announced his resignation, and she did not see where the Council discussed it as a group. She
36 asked when did the Council discuss it. Lewis responded he did not recall. Mundle stated there was
37 no meeting.

38 Ms. Anderson stated she wanted to understand how that happened. She indicated they did not meet
39 as a group publicly, so she assumed they possibly violated the open meeting law because she did not
40 know how Davis would have been informed they were not renewing his contract when the Council
41 did not discuss this in public.

1 Ms. Anderson stated then Commissioner Look became a candidate on Thursday, his name was public
2 and the Council chose to violate 1343 Subdivision. Lewis stated their attorney did not tell him
3 anything about that and he went by what the attorney told him and he did not go by anybody else.

4 Ms. Anderson stated to be clear, 1343, Subdivision 3, required that the candidate for a position was
5 public information. That gave their constituents the time. Lewis stated the City Attorney did not tell
6 him that and he goes by the City Attorney. Ms. Anderson responded probably because Lewis did not
7 tell the City Attorney anything.

8 Ms. Anderson thanked them for answering her questions tonight. Lewis stated she just assumed the
9 conclusion.

10 Ms. Marsh asked an inaudible question. DeRoche responded No, absolutely not. DeRoche indicated
11 that Commissioner Braastad had appointed him to the Anoka County Commission Advisory Board 12
12 years ago. He stated he did not know Commissioner Look. Commissioner Braastad stated DeRoche
13 was correct and he served well.

14 Oscar Granquist stated he believed everybody in this room would agree that it would have been a
15 good night to have the City Attorney at this meeting to mitigate some of these questions and maybe
16 defuse it. He stated it was very common practice in small or large municipalities and City agencies to
17 recruit following best practices; to recruit talent that met the qualifications to fit a specific position.
18 He noted in this instance, the position of City Administrator needed a very unique set of skills. He
19 stated the City Administrator had to be politically astute; had to understand Codes; had to be able to
20 interact with contractors, engineering firms, law enforcement, first responders; and they were
21 basically the umbrella that encompassed everything about the community. Mr. Granquist stated
22 those are the types of skill sets, although he agreed with what people were saying that maybe it
23 should have been put in the paper and let people apply for it. He stated it's a very common practice
24 in this Country. He gave an example of people living in Los Angeles and if they want to bring in a City
25 Manager that was in New York because they had the skill sets and they were going to take that
26 community forward, they would embrace those types of candidates. He indicated they were not
27 neglecting their home roots. It was the qualifications of this specific position and sometimes it
28 needed an outside different elevation.

29 Mr. Granquist stated when he was brought into the EDA, one of the strong skill sets he brought was
30 running very large economic strategic developments in huge communities, with multi-million-dollar
31 projects. He noted that going into a semi-rural area, they were transitioning, just like they did on the
32 tech corridor. He indicated as Commissioner Braastad had mentioned all the work that has been in
33 play for 7-10 years with MnDOT, the State and the Feds, on the reduced conflict intersections. They
34 all know they didn't turn out to be a positive thing and it caused a lot of confusion, so when they are
35 looking at transitioning and moving a community forward, it made sense that somebody had those
36 political connections when they were going to want to be listened to when they needed funding to
37 improve the schools, the walkways, the road transportation, the infrastructure system, and the
38 power grids.

39 Mr. Granquist indicated he had the fortune to really be able to relate to what the City Manager
40 position does. He stated they have to be a chameleon, had to understand construction, engineering,
41 infrastructure, politics, etc. He stated he would guarantee if you walked in those shoes and really
42 wanted that job, after two weeks, they would probably say, "I don't need this crap. There's too much
43 crap to deal with." He indicated it took a very special DNA to walk in those boots.

1 Mr. Granquist stated Davis had done a phenomenal job and he had learned a lot from Davis by
2 listening to his conversation and during the off-campus conversation they had had. He indicated his
3 background, as well as many of the Councilmembers, the Mayor, and a lot of people in this room had
4 a lot of talent and he believed the common denominator was that nobody liked how this was rolled
5 out, but it was common practice.

6 Mr. Granquist indicated in a smaller community, it was more transparent when something like this
7 happened because in a huge city, you get lost in the shuffle. You don't see the politics as clearly, but
8 in a smaller community it was right in front of them. He stated it was very common practice for this
9 type of search of this type of role to happen this way.

10 Lewis stated they had 10 minutes left in the meeting.

11 Sazzy Calhoun, Fillmore Street, stated she did not have a question, but rather a concern. She hoped
12 this could all be worked out. She noted there always seemed to be audio visual issues when there
13 were Council meetings, such as the recent Planning Commission meeting. Lewis stated she was right.
14 Ms. Calhoun asked at what point this would be worked on as it should and who handled this. She
15 indicated there was some disconnect with everything and it would be great if this could be sorted
16 out. Davis responded the issues with Channel 10 were that they had electrical drivers which did the
17 uploads in the transmission. There was a power outage which fried two of them and they are now
18 waiting for the parts to come in. Davis indicated the City had an old system, so it made it more
19 difficult to get those parts on a speedier basis and staff was looking into this. He stated they have
20 also had discussions about bringing to the Council the possibility of a total upgraded system. He
21 noted the current system was a combination of a number of different manufacturers, pieces, and
22 parts, and sometimes the interfaces do not work exactly the way they should. He was sure this would
23 be something that will be discussed for next year as a budget item.

24 Ms. Calhoun stated they might not like how all this went down, but it did and she believed they
25 needed to embrace Commissioner Look and not make him feel like he is not wanted or needed
26 because he was. She indicated they need to try and put it all behind them and move forward because
27 if they don't, they are going to hurt themselves as a City. She stated they don't have to like what the
28 Council did, but they have to deal with it and move forward and welcome Commissioner Look.

29 Andrew Corniea stated he appreciated the Councilmembers and noted everybody was talking about
30 Commissioner Look, but nobody has been talking to him. He noted he didn't watch the Council
31 meetings because he could not hear them as he was normally deaf, and he had two kids that play
32 hockey, so he didn't have much time. He asked Commissioner Look if he would give a presentation of
33 his background as he had only had people tell him about it or what he saw on Facebook. Lewis noted
34 Commissioner Look gave very good introductory remarks at Monday night's Council meeting that Mr.
35 Corniea might want to listen to. He noted the meeting was up on the City's media center. DeRoche
36 stated he watched the meeting today and it was very clear.

37 Lewis stated they had 4 minutes left in the meeting.

38 Commissioner Braastad thanked Davis for his years of service and stated it had been a pleasure to
39 work with him. She wished Davis the best and hoped they could stay in touch. She inquired about
40 Davis's going away party. Lewis stated there would be an acknowledgement gathering on November
41 27 from 3 to 5 p.m. and everyone in the City was invited.

42 Davis thanked Commissioner Braastad and indicated they would stay in touch. He stated he
43 appreciated all of the kind words tonight and it had been his pleasure to work with the finest group of

1 people he had ever been around and he wished everyone the best. Davis indicated he would still be
2 around if anybody ever needed him.

3 **7.0 – Adjourn**

4 **Mundle stated I'll make a motion to adjourn. DeRoche stated I'll second.** To the motion, all in favor
5 say aye. **All in favor.** Lewis asked any opposed?

6 Lewis thanked everyone, including Davis and the City staff, for being at this meeting. He indicated it
7 was a good turnout and he thanked everyone for that.

8 That motion passes. **Motion passes unanimously.**

9 Town Hall Meeting adjourned at 9:00 PM.

10 Submitted by:

11 Kathy Altman

12 *TimeSaver Off Site Secretarial, Inc.*

DRAFT MINUTES: NOT YET APPROVED

EAST BETHEL CITY COUNCIL MEETING

December 11, 2023

The East Bethel City Council met on December 11, 2023, at 7:00 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT: Kevin Lewis Brian Mundle Bob DeRoche
Tim Miller Jim Smith

ALSO PRESENT: Matt Look, City Administrator
Eric Larson, City Attorney
Rodney Sanow, Fire Chief
Aaron Berg, Community Development Director
Nate Ayshford, Public Works Manager
Mike Jeziorski, Deputy City Administrator/Finance Director
Carrie Frost, Administrative Coordinator
Craig Jochum, City Engineer

1.0 Call to Order

The December 11, 2023, City Council meeting was called to order by Mayor Lewis at 7:00 p.m.

2.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

3.0 Adopt Agenda

Mundle stated I'll make a motion to adopt tonight's agenda. DeRoche stated I'll second. Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

4.0 Presentations and Public Hearings

4.0 A 2024 Budget Presentation: Public Comment and Approval of City, EDA and HRA Budgets and Levies
Jeziorski stated Minnesota Statute 275.065 required cities to conduct a public comment period where stakeholders were offered the opportunity to provide input to the City Council on proposed budgets and tax levies. He indicated the State required that each City announce the date, time, and place of the meeting where residents can provide City Council feedback on proposed budgets and tax levies. He stated the date selected must be done at the meeting when the City Council adopts the preliminary budget and levy in September. He noted this meeting date was also listed on the parcel-specific notices for proposed 2024 taxes that the taxpayers received in November from Anoka County.

Jeziorski indicated the Council directed that December 11, 2023 at the regular meeting for this opportunity. He recommended that the Council open the floor for public comment on the 2024 Budget and Tax Levies and then consider the adoption of the General Fund Budget and Levy, the EDA Levy and the HRA Levy with the motions as presented in the Council packet.

Jeziorski presented some financial highlights including revenues came in at 101% of budget and expenditures came in at 97% of budget. He noted this illustrated that the budget process and modeling did a good job in capturing actual activity that occurred. He stated the City had a fund balance of roughly 3.67 million dollars at the end of 2022 or 54% of the 2023 budget. He indicated given the

1 strong fund balance, the City was able to use \$225,000 of that in order to minimize the levy increase.
2 He noted the City also had capital funds set up for equipment, streets, parks, and buildings so when
3 the capital B equipment became fully depreciated, there were fund available for those items to be
4 replaced without the need to borrow funds from external sources.

5 Jeziorski indicated the City had the seventh lowest tax rate in Anoka County out of 21 cities.

6 Jeziorski presented the 2024 budget and levy. He noted the City was projected to maintain a healthy
7 fund balance into 2025. He indicated the components that made up the \$6.8 million in general fund
8 revenue included franchise fees, liquor, and tobacco licenses, building inspection permit revenue, State
9 aid for streets and fire inspection, fines and forfeitures, inter-governmental charges, cemetery
10 revenue, tower site lease revenue, gambling contributions revenue, interest earnings, and property
11 taxes.

12 Jeziorski stated with respect to expenses, there were two primary ways one could look at the City's
13 expenditure budget. He indicated one way was to look at it by object or what was actually being
14 purchased such as personnel costs for salaries and benefits, contracted services, supplies, etc.

15 Jeziorski noted the City's personnel costs account for roughly 42% of the general fund budget with the
16 City budgeting for 22 full time employees in 2024 which included six administration, four in community
17 development, nine in public works, and three in the fire department. He stated of those employees
18 nine were represented by a union for which contract called for a 3.5% cost of living increase in salaries
19 and the cafeteria contribution for benefits to increase from \$1,425 to \$1,450 per month.

20 Jeziorski stated for 2024, the Mayor, Council, and committee stipends were budgeted to remain
21 unchanged. He noted the City also budgeted for 35 paid on call firefighters and two seasonal public
22 works employees. Overall salaries and benefits reflect an increase of roughly \$52,000 over 2023.

23 Jeziorski stated a summary of the City's contracted service budgets for 2024 show that the law
24 enforcement contract was budgeted to increase by \$174,000 or 14%. The City Attorney contract was
25 budgeted to increase by \$15,000 or 9%. The internal transfer to the street Capital Fund was budgeted
26 to increase by \$50,000.

27 Jeziorski indicated the alternate way to look at this was City expenditure budget by department. The
28 general government classification captured all expenses involved with City governance, the City
29 Council, City administration, finance assessing, legal, and elections this classification was budgeted to
30 increase by 5% from \$1,301,000 in 2023 to \$1,368,000 in 2024.

31 Jeziorski stated for the community development classification that captured all expenses involved with
32 planning, zoning, and building inspections. This classification was budgeted to decreased by 15% from
33 \$672,400 in 2023 to \$570,000. \$302,020 for the public safety classification then captured all expenses
34 involved with police and fire protection. This classification was budgeted to increase by 13% from
35 \$2,213,000 in 2023 to \$2,510,000. \$702,024 engineering expenses were budgeted to decrease by 25%
36 from budgeted at \$30,000. The public works classification captured all expenses involved with street
37 maintenance and park maintenance. The Public Works classification was budgeted to increase by 3%
38 from \$1,565,900.02 in 2023 to \$1,610,800.02 in 2024. The transfers to other funds include transfers to
39 street, building, and park capital, and was budgeted to increase by 8% from \$650,002 in 2023 to
40 \$700,002 in 2024.

41 Jeziorski stated with respect to the City's debt service funds, the City will have two outstanding bond
42 issues at the end of 2023 with principal balances of roughly \$15.2 million in total. He indicated each
43 year the City paid interest in principals on each of these bonds. These annual principal and interest

1 payments would follow an amortization schedule that was determined when the initial bond sale
2 occurred. The City also paid fiscal agent fees for each of these issues which was reflected in the budget.
3 The budget reflects that increase from 2023 to 2024 from \$875,000 to \$917,500.

4 Jeziorski noted the City has two different components to the overall City levy. The first was the general
5 fund levy which was projected to increase by 2% from \$5,144,600 to \$5,251,100. The debt service levy
6 component was projected to increase also by 2% from \$945,500 to \$962,500. Adding the two levees
7 together gave the City an increase of 2% from \$6,090,100 to a total City levy of \$6,213,600.

8 Jeziorski indicated the other authorities within the City were the Economic Development Authority and
9 Housing Redevelopment Authority. He stated the goals of the EDA were to encourage redevelopment
10 activities achieve commercial development and encourage development of housing within the City.
11 The EDA levy was budgeted to remain unchanged at \$136,200. The East Bethel Housing and
12 Redevelopment authority's purpose was to provide a sufficient supply of adequate safe and sanitary
13 dwellings and address substandard slum or blighted areas that existed within the City. The HRA levy was
14 budgeted to remain unchanged at \$77,000.

15 Jeziorski indicated all stakeholders should have received their 2024 property tax statements in the mail
16 from Anoka County. He noted the individual overall tax increase or decrease was controlled by a
17 number of factors including their taxable market value increase/decrease in relation to the entire City,
18 the City's levy, the County levy, and the school district Levy.

19 Jeziorski recommended the Council open the floor for public comments on the 2024 budget and tax
20 levies and then consider the adoption of the general fund budget and levy, along with the EDA Levy
21 and the HRA levy with the Resolutions presented in Council's packet.

22 Lewis stated Jeziorski gave an excellent presentation.

23 Lewis opened the floor for public comments at 7:21 p.m.

24 There were no comments made.

25 Lewis closed the floor for public comments at 7:21 p.m.

26 DeRoche requested a copy of Jeziorski's presentation. Jeziorski responded he would get that out to the
27 Council.

28 Lewis asked where did the reserve capacity loan fit into this. Jeziorski noted he had mentioned the
29 debt service for the City was roughly \$15.2 million, which was actually the external bonds that the City
30 held. He stated the City had that capped at \$2 million and had tentatively agreed to pay that back over
31 a 10-year period with the Met Council. He indicated that would start in 2024 and was budgeted for in
32 the sewer fund.

33 Lewis asked if he was remembering correctly that the amortization worked out to be about \$235,000
34 per year. Jeziorski responded that was correct. Lewis noted that would be on top of the 917, so it
35 would be about \$1.15 or \$1.14 million of debt service per year, which worked out to be 18 or 19 percent
36 of the budget. Jeziorski responded yes, and one of them was in the general tax levy and the other one
37 was going to be paid for by the sewer fund.

38 Miller stated when it came to the City budget, it demanded the most diligent of oversight and they
39 must look at every department to ensure taxpayer dollars were spent on true needs and not frivolous
40 wants. He indicated the residents expected fiscal responsibility, and their future, along with the City's
41 future, depended on its City leaders who had to boldly safeguard every single penny by using the City's
42 resources wisely.

1 Miller stated he believed that was their solemn duty to do something like that. He indicated he had
2 personally, and he knew a couple of other Councilmembers also, had spent a considerable amount of
3 time going over the numbers and met with the department heads to try not only understand but to
4 grasp and ask questions about areas of concern.

5 Miller noted this Council puts a lot of trust in the members of the City's departments, and the Council
6 asked the department head to use a "sharp pencil," even though inflation and the cost of everything
7 was skyrocketing around them.

8 Miller believed they still had a little bit of work to do yet, but the heads of these departments and staff
9 along with the effort they put in into the budget was second to none, while the cities around East
10 Bethel saw large increases in percentages of what their taxpayers and the residents are going to pay,
11 but East Bethel's staff and the department heads had kept the City under control. He thanked everyone
12 for the hard work they had done.

13 Lewis responded, "Amen," to Miller's comment. He then introduced Matt Look the new City
14 Administrator and noted this was Look's first Council meeting. He welcomed Look to the City.

15 Lewis stated he also wanted to acknowledge Jeziorski. He indicated Jeziorski was as good of a financial
16 person as he had ever worked with, and he worked with a lot of them. He noted the City was very
17 lucky to have him and thanked him for what he did with the budget by getting all of the numbers
18 together, auditing, etc. He indicated Jeziorski was also the Deputy City Administrator and was in the
19 human resources department so he had "many hats."

20 **4.0A1 Adopting the 2024 Budget and Levy**

21 Lewis requested Jeziorski explain the enterprise fund. Jeziorski responded the City's budget was
22 comprised of different categories with the first component being the general fund budget, which
23 captures all of the activity previously mentioned in his presentation. He indicated the second part
24 was the special revenue funds, which was the HRA, EDA, recycling.

25 Lewis requested Jeziorski pull up page 99 of his presentation.

26 Jeziorski stated the components of the City's budget were broken down into four categories. He
27 indicated one of the categories was the general fund, which got the most attention and that was the
28 one that the major levy came from. He stated the special revenue fund was the EDA and HRA, and
29 the other component was the recycling fund which was fully and totally controlled by Anoka County.

30 Jeziorski explained the debt service funds was the one he mentioned in his presentation where there
31 were two bond issues remaining, which were expenditure budgets. Jeziorski indicated the City
32 budget was the enterprise funds, which were totally supported by user fees. He stated the water
33 fund, sewer fund, and arena fund were all supported by user fees.

34 **Mundle stated I'll make a motion to adopt Resolution 2023-87, Adopting the 2024 Budget and Levy.**
35 **Miller stated I'll second.** Lewis asked any discussion?

36 Lewis believed Blaine was going to have a property tax levy increase of 19 percent this year and Look,
37 as the Chair of the Anoka County Board of Commissioners, could confirm that the County levy
38 increase was going to be 10.4 percent. He believed Ham Lake was about 7 or 8 percent, so East Bethel
39 was in good shape considering the enormous debt the City took on because of the Sheriff's
40 Department which was a 14.4 percent increase.

41 Lewis noted fortunately the City had a one-time State grant that helped the damage that could have
42 been done and hopefully next year they will not be facing another one of the Sheriff's Department
43 increases.

1 To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion passes.

2 **Motion passes unanimously.**

3 **4.0A2 Adopting the 2024 EDA Budget and Levy**

4 **Mundle stated I'll make a motion to adopt Resolution 2023-88, Adopting the 2024 EDA Budget and**
5 **Levy. DeRoche stated I'll second.** Lewis asked any discussion? To the motion, all in favor say aye. **All**
6 **in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

7
8 **4.0A3 Adopting the 2024 HRA Budget and Levy**

9 **DeRoche stated I'll make a motion to adopt Resolution 2023-89, Adopting the 2024 HRA Budget**
10 **and Levy. Miller stated I'll second.** Lewis asked any discussion? To the motion, all in favor say aye.
11 **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

12
13 **4.0 B Carla Wirth – City Council Minutes Discussion**

14 Look recommended this item be moved to the Consent Agenda as Item K.

15 **DeRoche stated I'll make a motion to 4.0B to the Consent Agenda under Item K. Mundle stated I'll**
16 **second.** Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked
17 any opposed? That motion passes. **Motion passes unanimously.**

18 **4.0 C Viking Meadows S2 Traffic Solutions Study & Preliminary Plat Presentation**

19 Berg stated that on October 23, 2023, the Council authorized Vern Swing and S2 Traffic Solutions to
20 conduct a traffic study impact on the proposal for the Viking Meadows redevelopment. He noted
21 Vern Swing was in attendance at tonight's meeting to present the result of the traffic study and
22 answer any questions the Council might have.

23 Vern Swing, S2 Traffic Solutions, stated there would be full access on Sandhill Parkway and any right-
24 in right-out only access planned off of Viking Boulevard.

25 Mr. Swing stated they had consulted with the City and the County. He noted the site area included
26 Highway 65 along with a number of intersections including Viking Boulevard, Crosstown as well as
27 looking at the intersections along Viking Boulevard, including Sandhill and Greenbrook Drive. He
28 noted this also included intersections along Crosstown including Greenbrook Drive.

29 Mr. Swing noted in order to understand the impacts of land developments, it was necessary to
30 forecast conditions that would be present without the land development which were known as
31 background conditions. He indicated in this case they consulted with a number of different resources
32 including MnDOT and Anoka County's Comprehensive Plan for the area as well as the City's
33 Comprehensive Plan, which helped them generate background gross numbers, which were adjusted
34 for the inclusion of the Elevage development and the Osborne development.

35 Mr. Swing stated in the Elevage study and discussion with MnDOT, he had indicated that Highway 65
36 and 187th Lane will need a signal similar to what they have at Viking Boulevard with a J turn. He
37 noted they would signalize both of those so as to not cause unsafe conditions in the future not only
38 at Highway 65, but also at the intersection of 187th and Sandhill.

39 Mr. Swing indicated Highway 65 and Crosstown had been identified as a potential future interchange,
40 by both Anoka County and MnDOT. He stated with that in mind, they started by looking at the crash
41 test statistics that had been provided by MnDOT as well as information from Anoka County. He
42 stated it was noteworthy that the data they used for Viking Boulevard reflected the changes that
43 have occurred after the fatality, not prior to that, including signage and significantly improved
44 coordination between the intersection of Viking and the J turn associated with it.

1 Mr. Swing stated in looking at the statistics, the critical crash rates, and Statewide averages, none of
2 the intersections actually rose to the category as “bad actors.” He noted some of the rates might be
3 a little higher than others, but they were below the Statewide averages and below the critical crash
4 rates. He indicated from a safety perspective, it was not anticipated the developments of Viking
5 Meadows would result in an exacerbation to an already bad situation.

6 Mr. Swing stated with respect to Viking Meadows after having established what the background
7 conditions were, they estimated the amount of traffic that the site would generate was based on the
8 Institute of Transportation Engineer’s database which looked at hundreds of these types of
9 developments, with a weighted average to be slightly more conservative in that it shows that the 242
10 single-family homes would generate about 2,280 daily trips.

11 Mr. Swing indicated they then looked at two design years to study conditions without the Viking
12 Meadows development and all of the intersections, with the exception of Crosstown and Highway 65
13 had acceptable levels of service up to 2045, so that may or may not be an interchange at some point
14 according to MnDOT and Anoka County.

15 Mr. Swing concluded by noting the crash data did not identify any specific intersections that would be
16 exacerbated by the addition of traffic from Viking Meadows and the 2028 conditions with and
17 without the project essentially had the same level of service, with the same amount of delay and
18 relative queue distances were equal. He stated all of them generally worked with the exception of
19 Crosstown and Highway 65.

20 Mundle noted to sum it up succinctly, based on the not build and the build, there was very little
21 change. Mr. Swing responded that was correct.

22 DeRoche asked what were the parameters used to determine the level of service quite low. Mr.
23 Swing responded the level of service was a term that traffic engineers created to help identify and
24 help people relate to the impacts that the changes in operation or roadway might experience. He
25 stated level of service was based on delay. He noted there were other things as well, but essentially
26 it was based on driver delay.

27 DeRoche indicated he was confused that the system would not struggle by adding more congestion
28 to the area. Mr. Swing explained how they looked at the area surrounding the site. He indicated the
29 amount of daily traffic being encountered by drivers would increase a little bit, but it was not
30 necessarily going to increase at a big enough rate to cause a change and operations in terms of level
31 of service or in terms of queue.

32 DeRoche asked when they were talking about level of service, do they add buffers. Mr. Swing
33 responded they did.

34 DeRoche asked if they took the best scenarios into account. Mr. Swing responded they weighted
35 averages on the conservative side. He noted since Covid people were making fewer trips home to
36 work, especially during the peak hour.

37 DeRoche asked did they go by areas when they do this. Mr. Swing responded it would be nice if they
38 did. He indicated there was a local database, which he believed had not been updated since Covid
39 but it was showing close to the IT numbers when it was being maintained.

40 DeRoche asked if there would be only one stoplight at the J turn on 187. Mr. Swing responded that
41 was correct and he was surprised with the analysis to see that Sandhill and Viking will operate at a
42 level of service into the year 2045. He stated he anticipated that this development and some of the

1 other ones that were coming online might require a future change at that intersection, but unless
2 there was a lot of development to the north, he did not see that was going to come around.

3 Lewis asked Look, because Look was steeped in transportation issues in the County, what he thought
4 they could expect. Lewis noted he hated to say this because he was a motorcyclist and he hated the
5 Viking intersection. He stated he had people pull over on him three times in that intersection
6 because they do not know they have to change lanes and by the time they do realize that, they're
7 right on you. Lewis asked Mr. Swing if he was talking about a reduced conflict intersection with only
8 one set of lights at 187th. Mr. Swing responded that was correct.

9 Lewis asked Mr. Swing if it was optimistic that it would be built by 2028. Mr. Swing responded
10 MnDOT brought it up when they were discussing the intersection with them and it was something
11 they were actively looking at.

12 Lewis asked if that was specifically 187. Mr. Swing responded it was. He stated without a stoplight
13 there, there was insufficient gaps on Highway 65 so traffic will back up all the way through the
14 roundabout which will cause the roundabout to fail even though there is plenty of capacity for that
15 by itself.

16 Lewis stated as a long-term resident of East Bethel it was counterintuitive. He noted he lived on the
17 opposite side of this and it wasn't going to affect him one way or the other as he was retired, but to
18 him it was counterintuitive because all he heard about was the traffic at Viking and Highway 65.
19 However, he did believe in the data and analysis if they were properly set up.

20 Lewis asked what assumption as far as the 2045 scenario did Mr. Swing make as far as to the
21 development of the Osborne property. Mr. Swing responded they assumed it would fully develop.

22 Lewis asked what would it entail, such as the number of homes, or businesses. Mr. Swing indicated
23 they had 60,000 square feet of commercial retail and approximately 132 single-family homes along
24 with some multi-family as well in 60 or 66 acres.

25 Lewis stated he believed Anoka County was projected to grow 1 percent per annum for background
26 growth on the long-range planning to year 2045, and this study used .37 which was almost one-third
27 of what the County said. He asked what was the rationale for that. Mr. Swing responded the
28 County's background probe had what they called a traffic analysis zones, and inside the traffic
29 analysis zones that encompassed the area was an assumption for Viking Meadows for Osborne and
30 for Elevage. He stated they went ahead and figured out what that trip generation was and then
31 adjusted the number so there was still background growth (i.e. cars coming from outside the area),
32 but within the area, it was those three developments that would generate any of the traffic that was
33 associated with the one percent.

34 Lewis stated he was not following that. He indicated he had requested the appendices for this study
35 and what he was particularly interested in was when the data was collected, the traffic counts, and
36 according to Appendix A, it was at then normal hours you would expect, 7 – 8 a.m. and 5 – 6 p.m. He
37 indicated they were collecting data at the right time, but there was something about the County had
38 a 2045 projection and they deducted Elevage, Viking Meadows, and Elevage from the analysis. He
39 asked if he was saying that correctly. Mr. Swing responded that was correct and they took the one
40 percent and grew it up because that one percent was inclusive of Viking Meadows, Elevage, and
41 Osborne. He indicated they did not want to double count them, so they took them out so they still
42 left their growth rate in there.

43 Lewis asked if that was what netted it down to the .37. Mr. Swing responded that was correct.

1 Lewis stated that was what he did not understand. Mr. Swing apologized for not giving a good
2 explanation to the Council. Lewis indicated it just took his brain a little while to catch up.

3 DeRoche asked if the setup now was a single phase, or did they have a second and/or third phase.
4 Mr. Swing responded this was set up as a single phase.

5 DeRoche asked if they were not interested in the commercial property that has come up in
6 conversations. He was looking at it because he knew the area and he believed when the sewer and
7 water project came through, that was pretty nasty ground to build anything on. Jochum responded
8 that was correct.

9 Lewis stated with the proposed commercial, there had been some talking about the northwest corner
10 of the property and he thought it was basically a peat bog. He asked if anyone knew anything about
11 that. Jochum responded that on the map, you can see that it's mainly vegetative material, and there
12 is a very small useable piece.

13 Lewis asked if it was buildable. Jochum responded that it is wetland, and one would have to get a
14 permit for all the wetland fill, so it's likely not usable to build on. There is one small lot to the south
15 that has a stormwater pond developed for that lot and service road.

16 Lewis asked on the diagrams in Appendix A, what was the box in the center of the intersections; what
17 did those numbers mean. Mr. Swing responded the boxes were associated to what was referred to
18 as the peak hour factor. He indicated the peak hour factor was a number that used to adjust the
19 volumes for the peak hour to reflect peak conditions that occur within 15 minutes. He gave an
20 example of a factory that let out and they would get a huge throng of cars coming out all at once. He
21 noted the operations of the intersection during that 15 minutes was going to suck, so they would
22 have huge delays during that time. He stated it was not fair to represent the intersection at that hour
23 as a whole, when they know for the 15-20 minutes there would be a difference and that was used to
24 adjust the hourly volumes.

25 Lewis stated that made sense to him and thanked Mr. Swing for explaining it.

26 Lewis asked if Look wanted to make any comments as he was a transportation expert. Look
27 responded he was not an expert, but as it related to recent conversations with the County, they were
28 looking at stepping up the proposed change from signalized, RCI to grade separated interchange at 22
29 and Highway 65. He asked Mr. Swing for his opinion if that would potentially support that area,
30 enhance it, or would it affect a second RCI. Mr. Swing responded it would absolutely change the
31 patterns in the area. He indicated having ramps and a merge area would help that operation as far as
32 traffic on both sides of Highway 65 on Viking and he believed it would increase the importance of
33 Viking as a regional mover to have an interchange that would become more of a permanent
34 east/west route. He noted, however, he was not as familiar with all the properties that could
35 develop along both sites, but he believed it would enhance the golden opportunity.

36 Look believed the County would be pursuing legislative action on that this year, so it might be
37 something the Council would like to consider a resolution in support of at some point. Lewis
38 requested a log be kept of that.

39 DeRoche noted at the Planning Commission meeting, there were several people that were concerned
40 about ponding and runoff in the project. He asked what was staff's thoughts on that. Berg asked if
41 DeRoche was talking at the concept plan meeting, or the preliminary plat meeting as he recalled one
42 person speaking at the public hearing about the preliminary plat and they were supportive of the

1 preliminary plat. He believed Commissioner Reiter was the only person who was questioning
2 ponding.

3 DeRoche stated he wished Reiter was here, but he was not going to paraphrase what he said.

4 Smith inquired about the 2,282 cars per day and asked if that was per week or per day. Mr. Swing
5 responded that was per day. Smith stated that was going to be coming in and out of the development
6 every day, correct. Mr. Swing responded that was trips so as far as cars were concerned, you cut that
7 number in half – one trip in and one trip out per vehicle.

8 Lewis thanked Mr. Swing for doing the study and presenting it to the Council.

9 **Informational; no action required.**

10 **5.0 Public Forum**

11 Kay Anderson, 217th Avenue NE, requested her written statement be entered into the Minutes:

12 *“I am here tonight to address the hiring of the new City Administrator and the Mayor’s*
13 *decision to circumvent the normal, public, hiring process.*

14 1) *First, I would like to ask the ‘elephant in the room’ question. What is the name of the third*
15 *party who connected the job seeker to the Mayor? Why do I ask this question, because if*
16 *that individual has so much influence on the Mayor and the Mayor chose a closed hiring*
17 *process, and the soon to be new City Administrator is well enough connected to this person*
18 *that they were willing to initiate this process, the residents of East Bethel deserve to know*
19 *the name of the person with this influence over two (or more) people in their City*
20 *government.*

21 2) *Second, what occurred is called cronyism or the “good old boys”. Cronyism was banned in*
22 *federal government in the 1970-80s era, because it wasn’t good for government. The best*
23 *person for the job would never have a chance unless they knew someone who could*
24 *recommend them for the job and recommendations were only considered if the job seeker*
25 *was from the same political party. As it stands tonight, East Bethel residents don’t know*
26 *who is the best person for the City Administrator job because only one person was*
27 *considered in a closed process.*

28 3) *Third, I thought that relying on technically legal but ethically questionable conduct was the*
29 *thing of our past, remember the City Council from a few years ago when 3 members of the*
30 *same political party were elected and met before they were sworn in to plan the first*
31 *meeting – in which they had a majority so everything they wanted passed without public*
32 *input. I find myself again wondering why the Mayor, and I imagine some Council Members,*
33 *would choose the apparently technically legal but ethically questionable conduct that*
34 *occurred in this hiring process.*

35 *My request to you is that you refrain from instigating similar apparently technically legal but*
36 *ethnically questionable practices and behaviors in the future.*

37 *You are all elected representatives for a public entity. You have a responsibility for*
38 *transparency and openness in your actions.*

39 *Thank you for this opportunity to speak.”*

40 Lewis thanked Ms. Anderson for her comments.

1 **6.0 Consent Agenda**

2 Item A: Approve Bills

3 ~~Item B: Approve Meeting Minutes November 13, 2023 City Council Meeting~~

4 Item C: Approve Meeting Minutes, November 27, 2023 City Council Meeting

5 ~~Item D: Resolution 2023-90, Setting 2024 City Meeting Dates~~

6 ~~Item E: Resolution 2023-91, TIF 1-2 Permanent Fund Transfer~~

7 ~~Item F: Resolution 2023-92, TIF 1-3 Permanent Fund Transfer~~

8 ~~Item G: Resolution 2023-93, TIF 1-4 Permanent Fund Transfer~~

9 Item H: Approve 2024 Tobacco License Renewals

10 Item I: Approve 2024 Cannabinoids Edibles License Renewals

11 ~~Item J: Resolution 2023-94, Check Signatory Approval~~

12 Item K: Approve TimeSaver (TOSS) approval of the Addendum for the 2024 contract extension

13 Lewis requested to pull Items B, D, E, F, G, and J.

14 Mundle noted the letters did not line up with what his Agenda said. He indicated the agenda on the
15 website was incorrect. He requested the City's website agenda for this meeting be revised.

16 **Mundle stated I'll make a motion to approve Consent Agenda Items as revised. DeRoche stated I'll**
17 **second.** Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked
18 any opposed? That motion passes. **Motion passes unanimously.**

19 **6.0 B Approve Meeting Minutes, November 13, 2023 City Council Meeting**

20 Lewis requested on Page 137, Line 19 it should say "high debt level in a situation analogous to ours,"
21 instead of high debt level in a situation not analogous to ours. He requested a review on Page 137,
22 starting with line 36 to determine what he said.

23 **Lewis stated I'll make a motion to approve Item B of the Consent Agenda. Smith stated I'll second.**
24 Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any
25 opposed? That motion passes. **Motion passes unanimously.**

26 **6.0 D Resolution 2023-90, Setting 2024 City Meeting Dates**

27 Lewis stated he wanted to discuss the Council Work Meetings. He stated the Council had said they
28 wanted to avoid Work Meetings being iron clad, bullet proof, but to have them as needed and not
29 have them be an every month thing. He indicated some people had an opinion one way or another
30 and that was why he wanted to discuss it with Council. He asked what was the sense of the Council
31 for the need for Work Meetings.

32 Frost stated the Work Meetings were included in the Resolution because it was easier to cancel them
33 than it was to try and come up with a date at the time. Lewis stated that made a lot of sense.

34 Larson agreed they should have a set of regular notices that they could depend upon and cancel the
35 Work Meetings if they were not necessary. Lewis indicated that answered that part of his question.

36 Lewis asked what was the status of the EDA meeting days being to change from the third Monday to
37 the third Tuesday. He noted the Resolution said they would be held the third Tuesday in January and
38 February. Berg responded that discussion was held with the removal of the previous City
39 Administrator. He stated staff did not know if Look was available for those meetings, so in the
40 interim they were looking at moving those meetings so he could handle the meetings as the staff
41 person. He stated he had a brief conversation today with Look and the December meeting was going
42 to be cancelled, and staff will tackle the January meeting when they get there. He indicated if a

1 change was necessary for the January meeting, it could be taken care of at an upcoming Council
2 meeting. Lewis thanked Berg.

3 **Lewis stated I'll make a motion to approve Item D of the Consent Agenda. Mundle stated I'll**
4 **second.** Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked
5 any opposed? That motion passes. **Motion passes unanimously.**

6 **6.0 E Resolution No. 2023-91, TIF 1-2 Permanent Fund Transfer**

7 **6.0 F Resolution No. 2023-93, TIF 1-3 Permanent Fund Transfer**

8 **6.0 G Resolution No. 2023-93, TIF 1-4 Permanent Fund**

9 Lewis requested Jeziorski educate the Council on the permanent fund transfer. Jeziorski stated this
10 was a housekeeping item that was done every year depending upon the workload that the City
11 finance team encounters throughout the year for the TIF districts. He stated there was a log sheet
12 that was kept where they chronicled the number of hours associated with each of the district and at
13 the end of the year, staff sets up a Resolution to bill back the TIF districts for the administrative time.
14 He noted each of the TIF districts were calling for a transfer of \$1,400 each. He indicated the transfer
15 was from the TIF district to the general fund.

16 Lewis thanked Jeziorski for the explanation.

17 **Lewis stated I'll make a motion to approve Items E, F, and G of the Consent Agenda. Mundle stated**
18 **I'll second.** Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked
19 any opposed? That motion passes. **Motion passes unanimously.**

20 **6.0 J Resolution 2023-94, Check Signatory Approval**

21 Lewis stated Mundle handled this in 2023 and asked if anyone else wanted to handle this in 2024.
22 Miler stated he would be the 2024 check signatory.

23 **Miller stated I'll make a motion to approve Item J of the Consent Agenda with Miller being the**
24 **check signatory in 2024. DeRoche stated I'll second.** Lewis asked any discussion? To the motion, all
25 in favor say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes**
26 **unanimously.**

27 **7.0 New Business. Commission, Association, and Task Force Reports**

28 **7.0 A Planning Commission**

29 **7.0 A.1 CUP: 18533 Buchanan Street NE**

30 Berg stated Jennifer O'Brien, owner of TEAM Drywall, Inc., an East Bethel based commercial and
31 residential drywall company for over 32 years has purchased 18533 Buchanan Street NE (formally
32 Northern Asphalt) with the intent to grow and expand operations. Berg indicated the 2.19-acre
33 property has an existing 6,000 sq. ft office and warehouse, 6,300 sq. ft of customer parking lot, and
34 40,500 sq. ft of screened exterior rear and side yard storage.

35 With respect to property zoning, Berg stated 18533 Buchanan Street NE; Lot 5, Block 1, Sauters
36 Commercial Park, PID: 32-33-23-24-0006 is zoned Light Industrial (I) and in accordance with Appendix
37 A, Sec. 48 (4), Construction, Trade, and Service Business are permitted by a Conditional Use Permit
38 (CUP).
39

40 With respect to exterior storage, Berg noted Sec. 24 (4) states that: *Exterior storage is permitted in I-1*
41 *and B-3 districts as a conditional use permit and subject to the following conditions:*

- 1 1. *Exterior storage shall be limited to the rear yard and shall not be allowed within the*
- 2 *required setbacks, public right-of-way, private access easement, or within the required*
- 3 *parking area.*
- 4 2. *Maximum amount of exterior storage cannot exceed 2 times the square footage of the*
- 5 *Principal Building.*
- 6 3. *Exterior storage cannot exceed the maximum allowable height of the principal building.*
- 7

8 Berg stated construction yards are exempt from exterior storage requirements as outlined in Section
 9 24, 4-A, provided they are located in the rear yard behind the principal building and cannot exceed
 10 the square footage of the Principal building and shall not be allowed within the required setbacks,
 11 public right-of-way, private access easement, or within the required parking area.

12 Berg indicated the 18533 Buchanan Street NE location has an existing exterior storage area, rear, and
 13 side yard, approximately 6 times the size of the principal building however it’s fully fenced meeting all
 14 of the screening requirements of the ordinance and reducing the visual impact from the right-of-way.
 15 Berg stated accessory storage containers, as defined in Section 01. General Provisions of
 16 Administration shall not be permitted.

17 With respect to parking, Berg stated TEAM Drywall, Inc. currently has one employee and equipment
 18 will be out on jobsites daily as this is skilled labor residential or commercial jobsite service-based
 19 business. The existing 6,300 sq. ft. parking area is designated for 17 vehicles and with the abundance
 20 of exterior yard there should be sufficient parking for employees in the event more employees are
 21 added. Vehicles over 20,000 GVWR, construction equipment, and trailers shall be required to be
 22 parked in the Exterior Storage yard or behind screening.

23 Berg indicated in the 2040 Comprehensive Plan, the light industrial (I) district is intended and
 24 designed to provide areas of the City suitable for activities and uses that are industrial in nature. The
 25 proposed use aligns with the approved 2040 Comprehensive Plan.

26 Berg stated the Planning Commission held a Public Hearing at its November 28, 2023 meeting. There
 27 were no public comments and the Planning Commission, by a vote of 6-0, recommended approval of
 28 the Conditional Use Permit to the City Council.

29 Berg requested City Council review the request, consider the Planning Commission’s formal
 30 recommendation, and approve the CUP as presented in Resolution 2023-83.

31 **Miller stated I’ll make a motion to approve Resolution 2023-83. Mundle stated I’ll second.** Lewis
 32 asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed?
 33 That motion passes. **Motion passes unanimously.**

34 Mundle thanked Team Drywall for choosing to stay in the City as they expand and reinvest in the City.
 35 He thanked them for staying in the City.

36 **6.0 K Approve TimeSaver (TOSS) approval of the Addendum for the 2024 contract extension (clarification)**

37 Lewis stated he made a mistake and on the Consent Agenda there was an item K which was the
 38 extension of the contract with TimeSaver which had been moved down from the presentations and
 39 that had not been done by Resolution, but by voice vote to approve it. Larson responded he heard
 40 that it was added to the Consent Agenda but he didn’t see that had been pulled so when the consent
 41 agenda was approved, it was approved.

42 Mundle stated he specifically added Item K to the Consent Agenda. Lewis asked if everything was
 43 correct and he didn’t “screw up.” Larson responded Lewis did not screw up and he was doing well.
 44 Lewis thanked Larson for the clarification.

7.0 A.2 IUP: Farm Animal (Horse), 716 192 Avenue NE

Berg stated that in late July 2023, the City of East Bethel received a complaint about code violations at 716 192nd Avenue NE. During the investigation the Code Enforcement Officer discovered that in addition to the code violations there was also a horse on the property. A standard City Code enforcement letter was issued identifying the Code issues and a request that the property owner contact the City.

Berg indicated the property owners, Wendy Cisneros and Leyva Pinal, came to East Bethel City Hall to discuss the identified Code issues with staff. At the conclusion of the discussion, multiple permit applications and Interim Use Permit were applied for by Cisneros in the following week.

Berg stated upon review of the building permit applications it was discovered by the City's Residential Building Inspector there were construction Code related deficiencies, as well as excessive number of detached accessory buildings, and the IUP requirements for farm animals (horse) were not met.

Berg noted a subsequent meeting was scheduled with the property owners and the issues were identified along with a plan to remedy the City's concerns by November 15, 2023. The applicants complete all of the necessary corrective actions and an inspection was completed on November 3, 2023.

Berg referenced Code: **Sec. 10-157. - Interim use permit required.** *The keeping of animals regulated under this article will be allowed only after issuance by the City of an IUP for such keeping. The procedure for an IUP will be in accordance with the City's zoning ordinance, set forth in Appendix A to this Code. The required public hearing will be before the planning commission. The final decision on the IUP will be made by the City Council not earlier than seven days after the public hearing.*

Berg stated that the applicants are requesting an Interim Use Permit to keep the one horse on the property. Berg noted the property is zoned Rural Residential and is 4.86 acres in size. Berg indicated City Ordinance Section 10-151 Section regulates the issuance of Interim Use Permits, imposing acreage requirements for domestic farm animals, which provides:

Sec. 10-151. - Interim use permit (IUP) and acreage requirements for domestic farm animals; nondomestic animals prohibited.

No animal regulated by this article can be kept on a parcel of land located within a platted subdivision or on any parcel of land of less than three acres. Provided further, that if 80 percent of the lots within a platted subdivision are larger than three acres, an IUP for keeping a regulated animal may be issued for any of those lots larger than three acres.

Berg stated Brookside Place was platted in 1978 and includes 10 lots (Attachment 4). Of the 10 lots included in the plat, only 4 or 40% of the lots meet the acreage requirement outlined in Sec. 10-151. 716 192 Avenue NE is 1 of the 4 that are larger than 3 acres.

Sec. 10-152. - Domestic farm animal shelter setbacks, paddocks, and pastureland. Regulates shelter, pasture, and setbacks requirements. During the November 3rd inspection staff were able to verify that the minimum requirements for the keeping of 1 horse could be and have been met (1 acre of pasture, an adequate 12' X 30' shelter, food, water, and all setbacks are met).

Berg stated on November 28, 2023, the Planning Commission met and held a Public Hearing. City staff did request that the Planning Commission consider a limited term (1-3 years) IUP due to the deviation from the zoning standard identified in Sec. 10-151(c), to evaluate if it has an impact on the neighborhood. There were no public comments made at the time and after discussion the Planning Commission made a recommendation of approval to the City Council. The Planning Commission did

1 not find a limited term IUP necessary. City Staff received a phone call and voicemail, the day after the
 2 Planning Commission Meeting from a neighbor, who had received a Public Hearing Notice by mail,
 3 requesting the City not issue a permit for a horse due to the way the applicant treats other animals
 4 (dogs) on the property. There were no additional details shared and the complainant did not want a
 5 call back on the matter.

6 Berg recommended the City Council review the request, consider the Planning Commission's formal
 7 recommendation, and approve, deny, or amend the IUP as presented in Resolution 2023-84.

8 **DeRoche stated I'll make a motion to approve. Mundle stated I'll second.** Lewis asked any
 9 discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any opposed? That motion
 10 passes. **Motion passes unanimously.**

11 12 **7.0 A.3 Preliminary Plat: 1788 Viking Boulevard NE – Capstone Homes, Inc.**

13 Lewis stated the City Council had received an email from former Mayor Steve Voss and given Mr.
 14 Voss's long term as the Mayor, he thought it was worthwhile to share Mr. Voss's thoughts on the
 15 public record. He noted he had informed Mr. Voss he was going to do this and Mr. Voss did not
 16 disagree.

17 Lewis read into the record former Mayor Voss's email:

18 *"Mayor and Councilmembers, there have been several issues discussed related to tonight's*
 19 *consideration of the preliminary plat for Viking Meadows, that there is one that really hasn't*
 20 *been dealt with which is lack of land dedicated for future commercial development along the*
 21 *eastern side of Sandhill Parkway.*

22 *Sandhill Parkway was constructed by the City for two primary purposes, improve Highway 65*
 23 *safety and to encourage economic development along the roadway. And while there will be*
 24 *some future commercial development with alibis, the use of road frontage along Sandhill*
 25 *Parkway for residential housing is a waste of valuable commercial land.*

26 *The proposed residential housing provides little benefit to our current residents, whose long-*
 27 *term desires for more service-related commercial businesses. This area is zoned mixed-use for*
 28 *a reason. Its proximity to Highway 65 for higher visibility and vehicle access, or Sandhill*
 29 *Parkway is a collector roadway that will carry more traffic which is better aligned with*
 30 *adjacent commercial property, rather than single family housing. The City made a substantial,*
 31 *over \$3 million investment, for the construction of Sandhill Parkway.*

32 *I encourage the City Council to stay true to the City's intent and require the land along*
 33 *Sandhill Parkway be designated as future commercial use.*

34 *Thanks for your consideration.*

35 *Steve Voss."*

36 Berg stated on November 8, 2023, a Preliminary Plat and PUD application from Capstone Homes, Inc.
 37 for the redevelopment of Viking Meadows was received. The proposal shows the redevelopment of
 38 155 acres of land which spans across the zoning classifications of Mixed Use and Single Family
 39 Residential. The proposal shows 95 acres of developable land will contain a proposed 242 lots. In
 40 addition, the proposal contains 60 acres of open space which also includes over 10 acres of park and
 41 recreation space.

- 42 • At the June 27, 2023 Planning Commission Meeting a Public Hearing was held and feedback was
 43 provided to the developer on a Concept Plan proposal.

- 1 • At the July 24, 2023 City Council Meeting the Concept Plan proposal was presented to the City
2 Council for feedback.
- 3 • On August 22, 2023 a revised Concept Plan was presented to the Planning Commission and by a 6-
4 1 vote, a recommendation of approval was forwarded to the City Council.
- 5 • On August 28, 2023 the revised Concept/PUD Plan was presented to the City Council along with
6 the Planning Commission's Recommendation. The City Council unanimously voted to approve the
7 Concept Plan by Resolution 2023-61.
- 8 • On November 28, 2023 the Preliminary Plat and PUD application was presented to the Planning
9 Commission and by a 5-1 vote, a recommendation of approval was forwarded to the City Council.

10 Berg indicated as part of the preliminary plat/ PUD review, staff have reviewed the following
11 ordinances to ensure the proposal is in alignment and compliance.

12 Berg noted Section 66-12. Compliance with comprehensive plan, zoning ordinance, and official map.
13 *No subdivision of land shall conflict with the provisions of the comprehensive plan, the City's zoning*
14 *ordinance, which is set forth in Appendix A to this Code, or official maps.*

15 Lewis asked what was included in the term commercial, particularly in the 157 acre parcel the upper
16 section. Berg responded that was all sod fields, Hoffman Sod, which was a commercial sod company
17 and that potentially could at some point down the road develop. He indicated there was an
18 insurance company and a couple of other commercial properties along Sandhill. He pointed out that
19 King County Market would be there also, which he assumed would be commercial.

20 Lewis inquired about the southeast intersection corner. Berg responded that was where Capstone
21 was proposing the 15-acre parcel designated for commercial.

22 DeRoche stated that was the one he was inquiring about which was full of peat. Berg stated his
23 analysis of the entire area, the mixed-use area, was 790 acres. He indicated they have designated
24 right now, if projected the way it is, 218 acres, which was less than 20 percent already designated for
25 commercial with the 15 acres. He indicated without the 15 acres, they were still over 20 percent in
26 the total mixed-use area.

27 DeRoche asked when the maps were printed from, as they were in different colors. Berg responded
28 he printed those maps off on December 1, 2023 from the Comprehensive Plan and they had a
29 contract with SEH that managed all of the City's GIS systems, including the zoning maps. He indicated
30 SEH put the overlays in any zoning changes once they received the information from him. He stated
31 what was in Council's packet was the most recent zoning map.

32 Berg stated the current maps, which they just updated after two rezoning items were within the last
33 year. Lewis asked when was the last comp version. Berg believed it was 2020.

34 Miller asked if this was a projection for the future of what could be. Berg pointed out on the map
35 where the day care and Kwik Trip already existed and where the roughly 5.37 commercial Elevage lot
36 was, along with the 15.69 proposed from Capstone.

37 Miller noted they had Elevage at 5 acres and Capstone at 15 acres, so that was 20 acres for
38 projections. Berg responded that was correct and pointed out where there was already commercial
39 along with 3 lots zoned mixed use, but he did not know how small they were.

40 Miller asked if Hoffman was the large commercial section. Berg responded that was correct.

1 Miller asked what had happened if they developed houses on that with no commercial. He asked if
2 the last developer was going to get stuck with "X" amount of acres to make sure. Berg responded
3 that was a possibility. He read from the Ordinance, "the actual percentage will be determined at the
4 time of preliminary plat approval and may include residential light industrial or public where deemed
5 appropriate." He noted Council would make that decision, so right now the projection as they were
6 at roughly 218 acres, if all that was blue on the map stayed commercial. He indicated the City's
7 Comprehensive Plan called for 20 percent of the 790, which was only 158 acres.

8 DeRoche stated initially when the sewer and water came in, they were talking 75-foot pilings to hold
9 up the pipes. He indicated that gave them a good idea of what the ground was going to be like
10 around there. So, for him to say that, "maybe this is going to go here," he did not know if somebody
11 could afford to develop that. Berg stated he was just showing them the current conditions and the
12 Council made the recommendation. He stated he was just showing the Council what was out there
13 now, where the numbers were at today, and how that aligns or fits into the City's Ordinance Zoning
14 Map as well as the Comprehensive Plan.

15 Smith stated basically, the 15 acres on the northwest corner were worthless, even if they were going
16 to call it commercial. He indicated if this was all peat, how would anyone mine all of that out. Berg
17 stated he did not have the number off the top of his head, but he thought there was 2 plus acres that
18 was potentially buildable.

19 Smith stated in his opinion, two acres was nothing, compared to the 15 acres that was there and this
20 was worthless. He indicated they could call it whatever, but it was not buildable land the way it sat
21 now. Berg stated he did not have the calculations, but he guessed even if the 15 acres was dropped
22 to 2 acres, they were already 40 acres more over right now.

23 Smith noted they were talking about the development that Capstone was going to do that was
24 supposed to have 20 percent just in that development itself. Berg responded the Comprehensive
25 Plan said it was 20 percent in the area, not development by development 20 percent.

26 Smith pointed out they did not know what was going to end up north of that. Berg responded he was
27 correct, and that was why it needed the Council to make the decision case-by-case. He noted in the
28 bottom left corner of the map that was East Bethel Apartments, which was a mixed-use district and
29 there would be no commercial there. He indicated the two apartment buildings were classified as
30 high-density residential. He noted the Comprehensive Plan called for 7.9 percent high-density
31 residential, so they were going to get the high-density residential out of the apartment building. He
32 indicated they had more than 20 percent commercial already.

33 Smith asked if Capstone was strictly a residential developer and didn't deal in commercial
34 development. Berg stated he would like to finish his presentation and then the developer would
35 answer questions. Smith agreed.

36 Berg summarized Section 49 – Mixed Use (MXU) District:

37 *1. - Purpose. The mixed use (MXU) area is comprised of a number of land uses that provide mixed-*
38 *use development, commercial workplace, neighborhood, and parks/open space components.*

39 *2. - Permitted uses. A. The primary land uses within the MXU district shall include office, retail, and*
40 *residential uses. The mix, location, and relationship of these uses shall conform to the land use*
41 *plan, the purpose statement, and all the specific findings of the City Council. In addition, the*
42 *applicant shall demonstrate to the satisfaction of the City that the proposed lot sizes and land uses*
43 *and their mix and location are compatible and complementary both internally and with adjacent*
44 *land uses.*

1 Berg stated the East Bethel 2040 Comprehensive Chapter 3: Land Use Plan - *Mixed Use district is*
 2 *intended to provide development flexibility, allowing for both commercial and residential uses. For the*
 3 *purposes of the household forecasts and Housing Chapter, Mixed Use has a guideline of 72.5% Low*
 4 *Density Residential, 20% General Commercial, and 7.5 % High Density Residential. The actual*
 5 *percentage will be determined at the time of preliminary plat approval and may include Medium*
 6 *Density Residential, Light Industrial and/or Public when deemed appropriate.*

7 *With respect to the development procedure, Berg indicated that mixed-use and single-use projects.*
 8 *The application procedure and applicable general requirements pertaining to planned unit*
 9 *developments (PUD) shall apply to the MXU district, subject to any exceptions, modifications, or*
 10 *additions set forth in the ordinance. Amendments to the PUD can be proposed and implemented upon*
 11 *City Council approval.*

12 Berg indicated *The application procedure shall include submittal and approval by the City Council of a*
 13 *concept plan prior to the submittal of a PUD request.*

14 Berg stated with respect to Section 56 – Planned Unit Development (PUD):
 15 Subsection 1. – Purpose. *The purpose of a PUD is to allow flexibility and variation from conventional*
 16 *ordinance standards in exchange for higher standards of development design and creativity,*
 17 *architectural control, natural resource protection, landscaping, public parks, public and private open*
 18 *space protection, pedestrian access, and multi-use corridor opportunities. The PUD provisions are also*
 19 *intended to promote the efficient use of land and promote cost-effective public and private*
 20 *infrastructure systems.*

21
 22 *Public benefit: The public benefits to the surrounding neighborhood and the City as a whole that are*
 23 *intended to be derived from the approval of a planned unit development include, but are not limited*
 24 *to:*

- 25 *A. Preservation and enhancement of desirable site characteristics and open space.*
- 26 *B. A pattern of development which preserves natural vegetation, topographic and geologic*
 27 *features.*
- 28 *C. Preservation and enhancement of historic and natural resources that significantly contribute to*
 29 *the character of the City.*
- 30 *D. Use of design, landscape, or architectural features to create a pleasing environment or other*
 31 *special development features.*
- 32 *E. Provision of a variety of housing types in accordance with the City's housing goals.*
- 33 *F. Elimination of blighted structures or incompatible uses through redevelopment or rehabilitation.*
- 34 *G. Business and commercial development to enhance the local economy and strengthen the tax*
 35 *base.*
- 36 *H. To assure the development of a complex unit of associated uses is planned as a single entity*
 37 *and to effectuate the policies and standards of the comprehensive plan.*

38 Berg stated as part of the approval process, the PUD must demonstrate the public benefits to the
 39 surrounding neighborhoods and the City as a whole. Public benefit in this proposal includes, but is not
 40 limited to the following:

41 With respect to preservation and enhancement of desirable site characteristics and open space, Berg
 42 stated there are a vast number of wetlands/low areas on the properties. The developer will protect

1 and enhance the areas and create additional amenity areas such as open space/gathering areas and
2 trails. The amenities will be accessible to the public. Once the entire development is completed/built
3 out, trails and open spaces will be connected throughout the development as well as to the adjacent
4 development areas.

5 Berg stated the pattern of development preserves natural resources that significantly contribute to
6 the character of the City. The existing wetlands will be further enhanced to provide open space and
7 accessible trails. Wetland impacts will be mitigated on-site. Storm water management basins will be
8 enhanced by additional plantings and designed as wet ponds.

9 Berg indicated the use of design, landscape, and architectural features will create a pleasing
10 environment or other special development features. Additional landscaping will be added throughout
11 the site. Also, areas of the site that are wooded will be preserved wherever possible.

12 Berg stated the variety of housing types will be available in accordance with the City's housing goal.
13 The development will provide a variety of Rambler, Multi-level, Split Entry and Two-Story style homes
14 positioned between existing Rural Residential parcels and complementary to the adjacent Elevage
15 townhome and Commercial Development.

16 Berg indicated development to enhance the local economy and strengthen the tax base. The
17 preliminary plat projected plan would generate a conservative estimate of \$300,000 in annual city
18 property tax revenues at build out in 2028. The city will also collect \$1,355,200 in City SAC and WAC
19 fees over the life of the project (2024 -2028). This amount would pay-off approximately 70% of the
20 principal balance of the METC Reserve Capacity Loan. In addition, the increased housing units would
21 improve the demographics in the local market area which are needed to attract basic retail, food, and
22 grocery services to the City.

23 With respect to Subsection 3 - Rules and standards, Berg stated the granting of a PUD does not alter
24 in any manner the underlying zoning district uses. Building permits shall not be issued which are not
25 in conformity with the approved PUD.

26 With respect to Subsection 4 - Development standards, Berg noted the development standards for a
27 PUD shall be guided by the underlying zoning district and established with PUD approval with the
28 exception of the following standards:

- 29 A. Minimum area for a PUD. The minimum total area required for a PUD shall be three acres of
30 contiguous upland (excluding wetlands). Tracts of land less than three acres may qualify only if
31 the applicant can show that the minimum lot area requirement should be waived because a PUD
32 is in the public interest and that one or both of the following conditions exist:
- 33 1) Unusual physical features of the property itself or of the surrounding neighborhood are such
34 that development under the standard provisions of the normal district would not be appropriate
35 in order to conserve a physical or terrain feature of importance to the neighborhood or
36 community.
 - 37 2) The property is adjacent to or across the street from property that has been developed under
38 the provisions of this section and will contribute to the amenities of the neighborhood.
- 39 B. Commercial and industrial sites. All commercial and/or industrial sites shall at a minimum have
40 two principal buildings or two principal uses on site to qualify as a PUD. All commercial and/or
41 industrial sites that have two or more principal buildings must be processed as a PUD.
- 42 C. Open space. A primary function for a PUD is to encourage development that preserves and
43 enhances the natural characteristics and valuable natural resources of a site and not force intense
44 developments that use all portions of a given site to arrive at the maximum intensity or density
45 allowed. In evaluating each individual proposal, the recognition of this objective will be a basic

1 consideration in granting approval or denial. All open space shall be labeled as such and as to its
2 intent or designed functions.

- 3 D. Relationship to adjacent areas. The design of a PUD shall take into account the relationship of the
4 site to the surrounding areas. The perimeter of the PUD shall be so designed to minimize any
5 undesirable impact of the development on adjacent properties and, conversely, to minimize any
6 undesirable impact of adjacent land use and development characteristics on the PUD.
7

8 Berg stated staff have determined that the proposal, with the approval of a Homeowners Association,
9 is in compliance with 2040 comprehensive plan, zoning ordinance, and official zoning map.
10 Additionally the proposed Preliminary Plat and PUD meets the intent of the criteria for granting a
11 PUD based on ordinance Section 56. Planned Unit Development.

12 Berg indicated as part of the preliminary plat and PUD review, staff offer the following additional
13 review and comments on Preliminary Plat design:

14 Chapter 62 - STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES - DIVISION 2. - CONSTRUCTION OF
15 STREETS

16 Sec. 62-69. - Review and approvals. – The City Engineer appointed by the City Council, and at the
17 City Council's direction, shall take charge of the review and approval of final plans and
18 specifications for any or all streets, roadways, and drainage facilities improvements within the
19 City. The City Maintenance Supervisor may do a cursory review of the plans and specifications and
20 direct his comments to the City Engineer.
21

22 (1) Review and approval shall be stated in a written report prepared and signed by the City
23 Engineer.

24 (2) Review and approval shall be conditioned by the satisfactory compliance with this division and
25 other City ordinances and policies as described herein.
26

27 Berg stated the Developer, City Engineer, Public Works Manager, and City staff have met with and are
28 working in conjunction with the Anoka County Highway Department to evaluate and address the
29 overall traffic considerations of the area.

30 Berg indicated additionally, the independent contracted traffic study results have been presented to
31 the City Council and Staff.

- 32 • Access – Ingress and egress to the development will be accessible from two locations, Sandhill
33 Parkway NE, and Viking Blvd. NE. The original proposal contained a potential connection at 189th
34 Avenue NE, however, after public comments and discussion, City Staff requested this to be
35 configured only as an emergency access point.
- 36 • Open Space - A primary function for a PUD is to encourage development that preserves and
37 enhances the natural characteristics and valuable natural resources of a site and not force intense
38 developments that use all portions of a given site to arrive at the maximum intensity or density
39 allowed. Capstone has proposed over 60 acres of open green space which includes over 10 acres
40 of community park and recreation space with walking trails and unique landscaped buffers.
- 41 • Streets – Streets and cul-de-sacs, along with utilities should be constructed in compliance with
42 City Code Section 66 – 164 which requires that streets shall provide for future connections to
43 adjoining un-subdivided land. Staff recommends that the streets be City-maintained public streets
44 throughout the development.

- 1 • Housing - The amended plan consists of 242 new single-family homes on a combination of 55',
2 70', and 80' lots.
- 3 • Commercial – The plan includes a 15-acre Commercial Outlot, at the intersection of Highway 65
4 and Viking Blvd. NE, identified for future commercial space.
- 5 • City Services - The plan indicates the new single-family homes will each be connected to the City
6 sewer and water as the entire development is within the Metropolitan Urban Service Area
7 (MUSA).
- 8 • Density - The plan consist of an overall density for the proposed developable land that is under 3
9 units per acres, which is the Citywide density standard based on the 2040 Comprehensive Plan for
10 all properties in the MUSA.
- 11 • Environmental – Specific environmental assessment questions, as required by the City Engineer,
12 have been researched and the results from Kjolhaug Environmental Services Company, Inc. have
13 been submitted for review.
- 14
- 15 • Parks Commission – On November 14, 2023 the developer presented the Preliminary Plat Parks
16 Plan to the Parks Commission. The Parks Commission was agreeable to the \$1,500 fee per lot and
17 10.95 acres of upland and recreation space with the Park Dedication Fees being directed back to
18 the Viking Meadows public park improvements. A reduction in per lot fee shall be included in the
19 PUD agreement.
- 20 • HOA – The plan proposes the entire community of Viking Meadows will be included in a
21 Homeowners Association. It is our goal of the HOA to assist the City with architectural control and
22 standards for residents while providing improved common areas fully irrigated and maintained
23 for all to enjoy. The Homeowners Association, which will be responsible for common areas,
24 landscaping along the entrances of Sandhill Parkway and Viking Blvd. NE, as well as the proposed
25 .7-acre park.
- 26 • Design Standards - The plan calls for a minor deviations from design standards however a PUD
27 provides the City flexibility in allowing for exceptions. Exceptions must be defined and approved
28 in PUD/ Developers Agreement. The single-family home construction and architectural design will
29 be required to be in substantial conformity to the architectural plans as submitted.

30 Berg stated all comments from the City Engineer must be satisfied prior to the application of a Final
31 Plat. Any and all ACHD Engineering comments must be satisfied prior to application of a Final Plat,
32 including but not limited to a Plan Review, ROW Access Permit and County Ditch Review.

33 Berg indicated the Planning Commission held a Public Hearing at its November 28, 2023 meeting.
34 Only one property owner spoke and was in support of the Preliminary Plat. After review and
35 discussion the Planning Commission, by a 5-1 vote, recommended approval of Preliminary Plat and
36 PUD to the City Council.

37 Berg recommended the City Council should review the request, consider the Planning Commission's
38 formal recommendation of approval, and consider approval of the Preliminary Plat and PUD as
39 presented in Resolution 2023-85 (Preliminary Plat) and 2023-86 (PUD).

40 Lewis thanked Berg for his presentation.

41 Miller stated he was concerned about the road that the City put in for \$3 million dollars. He
42 remembered that being proposed as a road that was going to be used for commercial such as a

1 collective road like former Mayor Voss had spoken about. He asked what would happen if no
2 commercial went in there and the City residents would have to foot the \$3 million. He noted if that
3 was broken down to the 12,000 residents in the City, that would be around \$250 that each resident
4 would have paid for the road. He asked what would the residents be told now that they had been
5 informed it would be for commercial use. Berg pointed out on the map the five-acre parcel outlot
6 that was designed for commercial use and what was commercial presently including the Kwik Trip
7 and a daycare that was proposed to come in.

8 Miller stated Kwik Trip was supposed to also have a diesel fuel for semi-trucks which they opted out
9 of because of the expense to build on that piece of land next to them. Berg noted when Kwik Trip
10 had their plans approved, they submitted a revised plan approximately the week before which
11 removed the diesel island. He indicted he did not know why Kwik Trip removed the diesel island or
12 the car wash.

13 DeRoche stated if they do not put commercial on the road, they were not going to recoup anything
14 on the taxes from a commercial standpoint. Berg noted the City would get property taxes from the
15 242 homes that would be built adjacent to that which were going to primarily use that road.

16 Lewis stated he had been told by somebody in the room that unless homes were \$450,000 or more,
17 they were actually a loser compared to commercial properties and they would actually consume
18 more City services than they would pay for. Look noted that was a Senate fiscal study done 15 years
19 ago.

20 Lewis wondered what were the current numbers. Berg believed MnDOT paid for some of Sandhill
21 Parkway.

22 Lewis stated he was not sure if the grant was specifically for Sandhill, or it could have been used on
23 anything else. Mundle stated it was for Sandhill and this was fully funded from MnDOT Cares Act,
24 MSA Street Funds, which was money they get from the State. He believed there was one other
25 source also, so it did not actually come from the tax coffers.

26 Lewis stated for the folks watching, when they hear people throw around SAC/WAC that was basically
27 the sewer and water access charge. He indicated there was a one-time fee when you hook up to
28 them and there was an ongoing cost of using them.

29 Lewis with respect to the cul-de-sac, he had a conversation this week with a couple of people, and he
30 will have a follow-up phone conversation with a group of people on Wednesday morning. He noted
31 there has been this concept that Planning Commissioner Reiter discussed regarding a fiscal impact
32 analysis or study. He noted it was very common for people to sell development projects based on
33 where they were going to have more property tax or SAC/WAC fees. He asked why was Blaine, who
34 had literally sold every square foot they could build on, having a 19 percent increase in their property
35 tax levy this year. Lewis stated if that was the case, they have a lot of high-density residential, so it
36 was not a panacea necessarily.

37 Lewis believed Steve Voss (and Steve Voss and him didn't agree on a whole of stuff, but he respected
38 his opinion as a person,) had raised an interesting point, and he was part of the process by which this
39 Comprehensive Plan was developed and was on the Planning Commission, was Mayor, City Council,
40 etc. He believed Mr. Voss had brought up some excellent points, but in the little moment he has to
41 influence things, he really believes sincerely that they need to use a fiscal impact analysis approach to
42 development projects. He indicated you don't just take things like it is a business plan and you don't
43 just count revenues and ignore expenses. He stated you had to look at the whole picture. He

1 acknowledged there would be SAC/WAC fees, property tax increases, and property tax, but it had to
2 be weighted against what the demands were for services and what was the value of those services.

3 Lewis stated a fiscal impact analysis was like a complete feasibility study, and it was tempting in their
4 case because of this burdensome debt load that they have due to the water and sewer system. He
5 indicated people have said, "Why do you bring that up?" which he would respond because if they
6 stop paying for it, he will stop talking about it. He indicated this year it's over a million bucks, over
7 \$1,100,000 that we're going to have to cough up. He stated about 18 percent of the City's budget
8 was debt services, and when it was gone, he would not talk about it any longer, but as long as it was
9 18 percent of the budget, it seemed like fair game. He indicated when you are encumbered like that,
10 it makes you do things that may not be entirely rationale.

11 Lewis stated that was actually the purpose of putting people into debt slavery. It's done all over the
12 world. China's done a lot of it in Africa. 'Oh you can't pay your loans? You can't pay your debt? Well,
13 just give us all your minerals and we'll call it even.' It's an old, old, old tactic. It's been used by kings
14 and people for centuries.

15 Lewis stated they were a small fry in that scenario but they did have this debt, and it was very
16 tempting to want to collect fees. He indicated they would offset the reserve capacity loan and pay
17 towards the bonds, but what they really need to keep center focused was what the residents, the
18 current residents of East Bethel, want. He indicated at the end of the day that was all that matters
19 because they were the ones that were going to have to live with the results of whatever development
20 was done and how it was done.

21 Lewis noted he did not claim to have special insight into what everyone in the City wanted, but that
22 was the balancing point they have to strive to find.

23 Lewis invited Matt Barker to the podium.

24 Matt Barker, Capstone, thanked everyone and indicated this has been a long journey. He stated they
25 have been working on this for over six months trying to just listen and work with the City and the
26 public as to the different ideas of how to ultimately improve the Viking Meadows community. He
27 indicated it had been a good journey and he appreciated the discussion, and the opportunities to
28 listen and to make changes.

29 Mr. Barker stated as they went through the process last summer from June through August, he felt
30 they got a great response from each of the Councilmembers to get them to the point where they had
31 an approved concept, which was what they had before them tonight.

32 Mr. Barker indicated this was originally presented to them in terms of total homes, 242 homes. He
33 noted at the beginning of this there were 350 homes. He stated there actually was 30 more acres
34 that they were asked to remove from the whole plan also.

35 Mr. Barker stated they were substantially down from where they started in an effort to just meet
36 what the request was from each of the Councilmembers and the public. He indicated for the final
37 plan, they have invested almost a quarter of a million dollars in putting together the preliminary plat
38 before them now. He indicated they have made a substantial investment, and their hope was they
39 could continue to move towards receiving approval for this plan.

40 Mr. Barker stated with respect to the commercial parcel that had been brought up a few times,
41 Capstone was not retaining that parcel, and Ken Meadows wants to keep that. He indicated Mr.
42 Meadows was continuing to promote the development of it.

1 Mr. Barker stated there is a lot of mitigation of the soils, peat, wetlands, and other things that have to
2 be done in order to do sensible development. He noted it was their goal to preserve as much of that
3 as possible and that was why there was almost 60 acres that were preserved within the Viking
4 Meadows community. He stated the Viking Meadows golf course will need to make decisions as to
5 exactly what they want to do with the 15-acre parcel. He noted they haven't seen the true soil
6 borings and analysis of that. He stated they had heard that there was an interested party in that and
7 it was their intent to continue to promote that for commercial growth.

8 Mr. Barker stated when they looked at it this time and received information from the City staff, they
9 looked at what was best suited for residential and commercial and that information was what helped
10 them draft the plan before the Council tonight. He pointed out the various areas where commercial
11 could go in on the map. He stated they would not have looked at the sod farm as a residential
12 community.

13 Lewis asked if Mr. Barker got the irony. He stated they were talking 155 acres from a commercial use
14 as a golf course, which was a business and putting it into residential. Mr. Barker noted they were
15 doing their best to... Lewis stated in the context of the Comprehensive Plan, it literally moved from
16 commercial to residential. He asked if Mr. Barker thought this was ironic. Mr. Barker stated they
17 were looking at best use practices, but he did understand Lewis's comments.

18 Lewis stated he told them when they met several months ago that he voted against Elevage and it
19 was a matter of incongruence with East Bethel, but that was just his opinion. And he wasn't speaking
20 for anybody else. Lewis indicated it seemed "in congress to me and the nature of East Bethel," but
21 this was...you get Steve Voss's point as he heard his letter and he is an environmental engineer.
22 Lewis stated Mr. Voss was Mayor for a long time and he's dealt with a lot of these issues they were
23 talking about. He is a very smart guy. Mr. Barker responded, absolutely.

24 Lewis indicated it was worth putting a bit of weight on what Mr. Voss said. Mr. Barker stated he
25 could concur with that as he had read the same document that was presented earlier. He indicted
26 one of the things that it said was there is a commercial development on Highway 65 and he
27 understood Elevage had a great commercial access right to Highway 65. He indicated that was right
28 from the City's Comprehensive Plan. Mr. Barker stated he believed the language was... Lewis stated
29 of the two parcels he believed Elevage was the better for commercial development than even the
30 western chopped off chunk of Viking Meadows. He believed it was a prime piece.

31 Mr. Barker stated he could not speak to that process and how that happened. He indicated their goal
32 was to bring forward an option to the Council, which they had done over the last six months and their
33 feedback indicated they were going in the right direction. He indicated that plan was approved and
34 that was what they had in front of them again tonight.

35 Lewis stated they inherited the Comprehensive Plan, which was developed by other people and not
36 them for the most part. He noted they were getting feedback from the community as this project
37 became known and it was a balancing act between the Comprehensive Plan and the controlling the
38 current situation. He stated they were not anti-development and that was not it.

39 Lewis stated it seemed that design was driven by the costs \$700 of lineal foot, or whatever it was for
40 water, sewer, and everything and that was the part that seemed inconsistent with most of the
41 methods and seemed kind of off. Mr. Barker thanked Lewis for sharing his feedback.

42 Miller stated he had asked about the 20 percent commercial for the third time now over the last six
43 months. He asked why was he being told that this is how it was looked at now. He indicated nobody
44 explained they had a big plat of acreage and so far they've used up so much and this was allotted for

1 this. He noted he didn't even know Capstone wasn't going to keep the 15 acres, and he thought
2 Capstone had the 15 acres they were going to plan for future commercial buildings. Mr. Barker
3 responded that parcel was a large parcel and that corner was included in the parcel. He indicated it is
4 basically a 40-acre parcel, so when they plat, that gets separated and they do not have it. He stated
5 they were not a commercial development company – they are a home builder. He indicated that was
6 being left in the hands of the Viking Meadows Golf Course and he apologized if this was new
7 information. He noted it was somewhat new because it was now being shown as a part of that
8 preliminary plat and was not a part of the discussion in the past.

9 Mr. Barker stated the 20 percent came forward to the Planning Commission and that was a concern
10 brought forward by one of the Planning Commissioners and he felt it was important to share a bit
11 more about his understanding of that.

12 Mr. Barker indicated Berg had done a good job of helping them understand they were learning a little
13 bit alongside of him how that 20 percent went over the entire area, and not each parcel had to have
14 20 percent. He noted just trying to understand that better was important and it offered opportunity
15 for discussion.

16 Lewis stated at a recent Planning Commission meeting, there was a debate about lot widths and
17 where they were measured versus setbacks. He asked what was the final disposition of that and
18 what was the truth of the matter because he believed it was Mr. Barker that maintained that a lot
19 width was determined at the front of the setback, not at the road. Mr. Barker explained how the lot
20 width was determined.

21 Jochum stated each city has a different definition. The City of East Bethel's line is at the right-of-way,
22 unless it's an irregular lot, and then there's some flexibility where it's measured. Lewis stated, no
23 wonder it wasn't clear, it was not clear and sometimes that is the explanation.

24 Berg noted they did have a specific section in the Ordinance that stated irregular shaped lots might
25 not meet certain standards, but as long as the developer places the structure compatible with the
26 standard lots around it, that was acceptable. He indicated it called for some variation and allowed for
27 irregular shaped lots, but it did not define what an irregular shaped lot was.

28 Lewis stated that was as clear as mud and asked what the term 'view shed' meant. He indicated he
29 had never heard that term before. Mr. Barker responded view shed was when one of the houses
30 overlooking the open space that outlined a view that was "phenomenal," or a view of the park was a
31 view shed.

32 Lewis stated basically it was just the view. Mr. Barker responded it was an actual term, and
33 landscape architects used it, but they might not have heard it before.

34 Lewis asked what did they foresee as the buffer between the closest to Highway 65 and what was
35 used for a noise barrier (berms, trees, etc.). Mr. Barker responded there would be trees and
36 buffering along Meadows Drive and the school would also have more trees and buffering. He
37 indicated the tree line on Sandhill Parkway would not be touched. He stated they also had more tree
38 structure and buffering in the landscape plan adjacent to Elevage as well. He noted on Viking
39 Boulevard, there were plenty of big standard trees and the trees between Viking Boulevard and the
40 golf course where you turn in would remain. He indicated there was a lot of trees that were left and
41 they tried to keep those beautiful view sheds.

42 Smith asked if Capstone was strictly a residential developer. Mr. Barker responded yes.

1 Smith stated the way the development was laid out there was supposed to be so much commercial in
2 there and now Mr. Barker was saying that the northwest corner was basically going to be retained by
3 Viking Meadows and it would be their responsibility to develop that. Mr. Barker responded it was
4 their opportunity to develop it, correct.

5 Smith asked if Capstone would have nothing to do with that. Mr. Barker responded that was correct
6 and that it would not be theirs and it will remain as a platted outlot that could be developed.

7 Smith stated that may never even happen. Mr. Barker responded they could not control
8 development. Smith indicated he understood that, but they need to think about if they want the
9 commercial to be there, then they should probably have a developer that did commercial and
10 residential and plot the whole thing.

11 Smith noted after looking at the plans and the home on the cul-de-sac where they wanted 7 or 8
12 homes there, his concern was with snow removal and stuff like that. He asked Ayshford how many
13 times did they have to haul snow out of Aspen North last year. Ayshford stated they were up there a
14 couple times because last year had a lot of snow.

15 Smith stated this was for a safety factor and if they had to get the Fire Department vehicles in there,
16 it was going to be very tight to do that and he would be surprised if you don't back out of your
17 driveway into your neighbor's because it was that tight. He noted he had suggested going up there
18 and look at it. He stated he was not in favor of that. Mr. Barker stated with respect to the cul-de-sac
19 question, they had another development they had done recently that had a 29-foot street and a
20 smaller radius cul-de-sac and he would be happy to share with the Council more about how they
21 managed the snow concern with that development. He noted on that cul-de-sac, they were able to
22 create different areas where that snow could get piled up and it worked really efficiently for that
23 community.

24 Mr. Barker indicated last year they had record snowfalls and there was no snow hauled out of there
25 due to their efficient design. He indicated with a narrower home and a narrower pad, they had the
26 ability to show the Council how that would work and how it did work in a previous development in
27 Andover.

28 Smith stated he had heard a lot of the time that they are going to pile the snow in the middle, which
29 to him was dangerous too because kids love to build stuff out of snow piles. He indicated they had to
30 make decisions on this stuff for safety and how much it cost the residents. Mr. Barker stated this was
31 probably even more of a concern in a multifamily townhome complex and it had the same challenges.
32 He indicated he had the privilege of managing a lot of those prior to her development experience and
33 Smith was right that it was a lot of work, but it was completely manageable and could be mitigated.

34 Smith stated he saw that this was going to cost the City to maintain it once Capstone was done and
35 gone, so anything efficient he would like to know about. Mr. Barker responded they had the same
36 product on a 40-foot lot in Cottage Grove and it had three cul-de-sacs, so it was even tighter in that
37 regard and again there was no snow removal because of the engineering methods that were used.
38 He indicated there was also an HOA here so there is some efforts that the HOA could maybe take to
39 help with some of those impacts that could be further researched also.

40 Smith asked if Capstone was creating the HOA or was the City going to be responsible for that. Mr.
41 Barker responded the HOA would be established over the entire community and the community
42 would be responsible to that association. He indicated eventually Capstone would step out of the
43 development and at that time, the HOA would be turned over to the homeowners who would then
44 enact a Board that would then take care of their community moving forward.

1 Mr. Barker stated the HOA would take quite a bit of responsibility off the City because the
2 homeowners' Board then would become responsible for some things like Code enforcement and how
3 their association was being cared for by the homeowners. He noted there was a lot of benefit to that
4 and they have found a lot of success with this type of a community. He indicated that was their
5 specialty and it was something they had done for 12 different communities.

6 Lewis stated he could not speak for anybody else, but he was not prepared to do anything on this
7 tonight. He indicated he needed more time to think about this and secure opinions of other people
8 and the residents.

9 Mundle asked if Lewis would be interested in meeting with Capstone further... Lewis stated he did
10 not think it was a matter of meeting with Capstone.

11 Mundle continued...to discuss the possibility of including any more commercial or anything like that.
12 Lewis stated he did not think commercial was the issue, especially since they do not own that. Lewis
13 indicated this was a lot of information to process and the one thing that was good with this City
14 Council is they are real detail oriented and deliberative. He indicated this was a big consequential
15 project and they want to make sure they do their due diligence and he did not feel comfortable yet
16 making a call one way or the other.

17 Mr. Barker responded he appreciated the comments and indicated their goal all along has been to
18 provide the City with information. He noted they have done their research with environmental
19 groups and the NHS letter was another item that came forward when they did the research with the
20 State on environmental issues. He indicated they had done a lot of other research with regard to
21 many of the other components. He asked the Council to give them an opportunity to answer any
22 questions or any other things that might come up.

23 Lewis noted they would continue to ask questions.

24 DeRoche asked if they had done an ecological impact statement. Mr. Barker asked what was as
25 ecological impact statement. DeRoche stated he did not know what it was called nowadays. Mr.
26 Barker responded they had done an environmental worksheet and they had been asked by staff to
27 provide some responses to several important questions on that. He noted there were four questions
28 in their packet regarding the environmental study. Berg indicated this was Attachment 9 to the
29 Council's packet.

30 Mr. Barker stated there was a lot of detail about the different environmental components of the
31 community there.

32 Lewis asked Look if he had any thoughts he wanted to share. Look stated he could certainly vouch for
33 Capstone's integrity and that they build a great product. He indicated what he would say was that
34 there was some discussion about the road coming through and the cost residents paid for that. He
35 stated he wasn't with the City when the discussion was held about the commercial, but he noted a
36 development like this would impact their tax capacity. He indicated the City established their budget,
37 which was their pie and everybody got a slice of that pie (commercial, industrial, residential) and the
38 more entities they have, the lower their tax capacity was and the more tax capacity they had. He
39 noted the lower percentages helped to offset the cost of the investments that had been made in
40 there thus far, but it was really a policy decision as far as it related to how this mixed-use
41 development took shape.

42 Look stated as a builder, Capstone had high marks from him and they had done a great job in Ramsey.
43 He indicated Capstone did exactly what they said they were going to do. He noted Capstone sold

1 homes like crazy in Ramsey, so there was definitely a market for those homes and he would expect
2 these homes would sell well also. He indicated they might not be everybody's flavor of home, but
3 there were some people that loved living in townhomes and some people liked living in apartments,
4 etc. He stated this community did offer various different housing options, which were not necessarily
5 a bad thing for lifecycle housing. He noted this development had the whole lifecycle. He indicated
6 this was just a policy decision. Lewis thanked Look for his comments.

7 Miller agreed with Lewis. He stated there was a lot of information and he learned some things
8 tonight that he did not know before. He indicated this was a very important project. He stated he
9 would like to hear more from the residents.

10 Lewis stated this was not a "paralysis of analysis," and he was familiar with that syndrome – people
11 who could never make a decision. He stated that was not them and they could make a decision. He
12 noted a process they all do when making big decisions, big purchases, etc., and you get to a point
13 where you are comfortable making it and until you get there, you are not comfortable making it,
14 especially when you are doing it on behalf of 12,000 other people. That was the hard part – that they
15 are making a decision on behalf of their fellow residents.

16 Berg stated Section 66-77, Subd 10 gave the Council 60 days from the date of application and
17 approval from the Planning Commission to make a decision, so they will have approximately three
18 meetings before they reach the 60-day limit. He noted they would need to provide a reason to the
19 developer for an extension. He stated he wanted to give the Council this timetable now for them to
20 keep it in mind when they were thinking about further digestion of information.

21 Larson stated it has been his experience when a council is dealing with a development of this nature –
22 preliminary plat and a PUD, especially when they both come before a Council, it was fairly standard
23 for a Council to table for the very reasons Council had noted and there was a lot of information to
24 assess. He indicated a motion to table this to the December 27 meeting would be appropriate based
25 on his experience.

26 Miller noted this was 289 pages the Council received on Friday afternoon, so it was a lot of reading.

27 **DeRoche stated I'll make a motion to table to the December 27, 2023 meeting. Smith stated I'll**
28 **second.** Lewis asked any discussion? To the motion, all in favor say aye. **All in favor.** Lewis asked any
29 opposed? That motion passes. **Motion passes unanimously.**

30 Lewis stated the NEXUS facility that came in about six months ago was very patient with them and
31 the Council was very deliberate. Mr. Barker stated they appreciated it.

32 **7.0 B Economic Development Authority**

33 None.

34 **7.0 C Park Commission**

35 None.

36 **8.0 Department Reports**

37 **8.0 A Community Development**

38 None.

39 **8.0 B Engineer Report**

40 None.

41 **8.0 C City Attorney**

1 None.

2 **8.0 D Finance**

3 None.

4 **8.0 E Public Works**

5 None.

6 **8.0 F Fire Department**

7 None.

8 **8.0 G City Administrator Report**

9 None.

10

11 **9.0 – Other Items**

12 **9.0 A Staff Report**

13 Look thanked staff who were very accommodating as he was coming up to speed and diving into the
14 budget, etc. Look indicated they had started off right away with contacting an AV company to start
15 addressing some of the concerns and giving an analysis of what they feel might be some of the
16 deficiencies along with some of the costs associated with it. He noted they should be receiving
17 information back from them soon.

18 Look thanked Ayshford for the tour of East Bethel.

19 Look stated they were doing some research on public opinion options and more information would
20 be coming on that.

21 Look stated he was keeping a watchful eye on the County and its position on 22 and 65. He noted
22 from having been part of that work on Highway 10 and Highway 65 most recently, he believed the
23 time was now to start getting before the legislature.

24 Look thanked staff again for their incredible work and stated the City had a great team assembled.

25 Lewis asked if Look had any more information about the *East Bethel Bulletin*. Look stated he had
26 spoken to Frost today and they were in the process of evaluating some of the information to make
27 sure it was still current before it went to publication. He indicated in his past work, he was familiar
28 with different printers and mail houses, so one of his goals was to try and identify what the current
29 rates were that were being paid, and if there were savings that could be achieved.

30 Lewis stated they needed reliability and more frequency of it. Look responded staff was working on
31 that. Lewis stated he was not emotionally committed to it coming out six times a year instead of four,
32 but it might be a useful thing to do. He thanked Look for the update and welcomed him aboard.

33 **9.0 B Council Reports**

34 Mundle wished everyone a Merry Christmas and happy holidays.

35 DeRoche noted the ice on Coon Lake was rather thin and a gentleman found that out last week when
36 he went through the ice with two of his dogs. He noted two people went through last week also.

37 Lewis wished everyone a Merry Christmas.

38 Smith wished everyone a Merry Christmas.

39 **9.0 C Other**

40 None.

41

1 **9.0 D Closed Session**

2 **9.0 D.1 Purchase or Sale of Real Property – M.S. Section 13D.0 Subd 3(c); Discussion of Sale of City**
3 **Property: PIN 29-33-23-33-0002**

4 Larson stated thank you Mr. Mayor. For the benefit of the public, we'd note that at this time the
5 Council's about to go into Closed Session to review the discussion of sale of City property, PIN 29-33-
6 23-33-0002 under Section M.S. Section 13D.0 Subd (3)(c).

7 This Closed Session will be tape recorded as required by Statute with that tape being maintained for a
8 period of two years. The Council will come back into Open Session after having concluded its Closed
9 Session and announce if there are any actions taken during the course of the Closed Session. With
10 that being said, Mr. Mayor, I recommend that a motion be made to go into Closed Session for the
11 purposes I've indicated.

12 DeRoche thanked the City Engineer for showing up and answering some questions.

13 **DeRoche stated I'll make a motion to go into Closed Session at 8:40 p.m. for the purposes that City**
14 **Attorney's indicated. Miller stated I'll second.** Lewis asked any discussion? All in favor say aye? **All**
15 **in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

16 Lewis thanked them for their help on the fiscal impact thing too.

17 *(Council moved into Closed Session.)*

18 *(Council reconvenes Open Session.)*

19 Larson stated thank you Mr. Mayor. For the benefit of the public and for the record, we note the
20 Council is back in Open Session after having concluded a Closed Session. The Closed Session was
21 attended by the entire Council, City Administrator Look and himself and by consensus the Council
22 directed staff to proceed forward with the potential sale of City property to an interested party and if
23 able to secure a potential purchase and sale price, with the purchase agreement having the sufficient
24 terms and conditions to the satisfaction of the Council and the agreement be brought to the Council
25 for approval and if that occurred. With that being said, Mr. Mayor, that concludes the summary
26 report required.

27 **10.0 Adjourn**

28 **Miller stated I'll make a motion to adjourn. Deroche stated I'll second.** To the motion, all in favor
29 say aye. **All in favor.** Lewis asked any opposed? That motion passes. **Motion passes unanimously.**

30 Meeting adjourned at 10:04 PM.

31 Submitted by:

32 Kathy Altman

33 *TimeSaver Off Site Secretarial, Inc.*

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2023-95

**RESOLUTION SETTING THE DATE FOR THE 2024 MEETING
OF THE LOCAL BOARD OF APPEAL AND EQUALIZATION**

WHEREAS, the integrity of an ad valorem system rests upon an equitable and reliable process for establishing values and a formal mechanism for taxpayers to engage in an appeals process if they disagree with values established; and

WHEREAS, the Local Board of Appeal and Equalization provides a forum for taxpayers who do not concur with the City Assessor as to the valuation of their property; and

WHEREAS, Anoka County has established April 1 through May 31, 2024 as the time-frame in which the Local Board of Appeal and Equalization must meet.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the 2024 Local Board of Appeal and Equalization meeting for the City of East Bethel is hereby scheduled for 5:30 p.m. on Monday, April 22, 2024.

Adopted this 27th day of December, 2023 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

APPLICATIONS FOR GARBAGE HAULERS LICENSE - 2024

Company	App. Rec'd/ OK	Cert. of Ins.	Pymt Rec'd	License #	Type of License: Commercial, Residential, or Both
Ace Solid Waste (Waste Connections, Inc)	X	X	X	G2024-04	Both
Curbside Waste, Inc.	X	X	X	G2024-06	Both
LePage & Sons, Inc.	X	X	X	G2024-01	Both
Walters Recycling & Refuse	X	X	X	G2024-02	Commercial
Waste Management of MN, Inc. Blaine	X	X	X	G2024-05	Commercial
Waste Management of Cambridge	X	X	X	G2024-03	Both

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2023-81

**A RESOLUTION MODIFYING FEES TO BE COLLECTED BY THE CITY OF
EAST BETHEL IN 2024**

WHEREAS, The City Council of the City of East Bethel is the governing body of the City of East Bethel; and

WHEREAS, The City Council reviews and revises the Fees in which are charged for various items on an annual basis; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: this resolution establishes that the Fee Schedule is hereby modified to the attached starting January 1, 2024.

Adopted this 27th day of December, 2023 by the City Council of the City of East Bethel.

Kevin Lewis, Mayor

ATTEST:

Matt Look, City Administrator

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
UTILITY OPERATION FEES		
Water and Sewer - Access Charges		
WATER SYSTEM ACCESS CHARGE-WHISPERING ASPEN	\$500	
SEWER SYSTEM ACCESS CHARGE-WHISPERING ASPEN	\$3,350	
SEWER SYSTEM ACCESS CHARGE- MET COUNCIL	\$3,185	
WATER SYSTEM ACCESS CHARGE-PHASE I WATER SYSTEM SERVICE AREA	\$3,600	
SEWER SYSTEM ACCESS CHARGE-PHASE I SEWER SYSTEM SERVICE AREA	\$2,000	
SEWER TRUNK CHARGE - PHASE 1 SEWER SYSTEM SERVICE AREA (USERS WITH ERU >1 or NON-RESIDENTIAL CONNECTIONS)	\$11,500	
SEWER SYSTEM ACCESS CHARGE- MET COUNCIL	\$3,185	
Water and Sewer - Connection Inspection Fees		
CONNECTION INSPECTION (NEW OR REPAIR) - SEWER	\$80	
CONNECTION INSPECTION (NEW OR REPAIR) - WATER	\$80	
Water - Operational Charges		
(1) Water use Charges - Whispering Aspen (Residential)		
BASE CHARGE	\$18.77 PER MONTH	
USAGE CHARGES:		
0 - 5,000 GALLONS PER MONTH	\$10.60 PER 1,000 GALLONS	
5,000 - 10,000 GALLONS PER MONTH	\$12.72 PER 1,000 GALLONS	
OVER 10,000 GALLONS PER MONTH	\$15.26 PER 1,000 GALLONS	
(2) Water Use Charges – Phase I Water System Service Area (Residential and Commercial)		
BASE CHARGE	\$17.50 PER ERU PER MONTH	
USAGE CHARGES:		
0 - 5,000 GALLONS PER MONTH	\$3.50 PER 1,000 GALLONS	
5,000 - 10,000 GALLONS PER MONTH	\$3.80 PER 1,000 GALLONS	
OVER 10,000 GALLONS PER MONTH	\$4.10 PER 1,000 GALLONS	
(3) Water Use Charges – Bulk Water Use		
USAGE CHARGES:		
0 - xxx GALLONS PER MONTH	\$4.10 PER 1,000 GALLONS	
Sewer - Operational Charges		
(1) Sewer Treatment - Residential and Commercial		
BASE CHARGE	\$6.30 PER MONTH PER ERU	
USAGE CHARGE	\$6.70 PER 1,000 GALLONS	
<i>(Residential based on water use during January. If a residential water usage figure is not available 2,000 gallons will be used.)</i>		
(2) Sewer Treatment - Mobile Park (Greystone)		
BASE CHARGE	\$1,190 PER MONTH	
USAGE CHARGE	\$6.70 PER 1,000 GALLONS	
Other Charges		

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
STREET LIGHTING CHARGE –WHISPERING ASPEN / VIKING PRESERVE	\$2.00 PER MONTH	
FINAL METER READING FEE	\$25.00 PER OCCURRENCE	
WATER TURN ON/OFF FEE	\$75	
PENALTY CHARGES	Bills are due within 25 days from the date of billing. Bills not paid in full by the due date will pay a service charge of 10% of the current charges. Beginning 30 days after the due date, all unpaid balances will accrue interest at the rate of 1.5% per period. All amounts that are more than 30 days past due on the last day of November each year may be certified to the County Auditor as unpaid and delinquent. The certified amount, plus a service charge to pay for the assessment process, shall be extended as a tax lien on the respective property. This amount will be added to the following year's property tax assessment.	
TAX CERTIFICATION OF DELINQUENT ACCOUNTS	\$70.00	
GENERAL FEES		
ADVERTISING FEES		
<i>NEWSLETTER ADS</i>		
SMALL	\$35.00/issue, or \$125.00/full year (4 issues)	
MEDIUM	\$70.00/issue, or \$250.00/full year (4 issues)	
LARGE	\$140.00/issue, or \$500.00/full year (4 issues)	
WEBSITE AD	\$25.00/month, minimum of 3 months. Media Center page only.	
CHANNEL 10 COMMERCIAL AD	\$25.00/month, minimum of 3 months.	
ICE ARENA ADS		
ZAMBONI	\$500.00/side, or \$1500/entire machine for 1 year.	
DASHERS	\$300.00/year	
WALL	\$300.00/year	
IN-ICE	\$500.00/year	
DATA INSPECTION FEE	No Cost	
NOTARY FEE	\$1	
Cost for Copies or Electronic Copies if 100 or fewer pages	.25 per page	
Cost for Colored Copies (if requested)	.50 per page	
Cost of Copies or Electronic Copies if over 100 pages	Actual cost of production, including copying costs and staff time to retrieve data	
CERTIFIED COPY	\$5.00 PER DOCUMENT	
FAX CHARGE (SEND OR RECEIVE)	\$1.00 PER PAGE	
CITY MAPS-COUNTY PROVIDED (IF CURRENT)	\$2	
CITY MAPS - 11 X 17	\$5	
CITY MAPS - 36 X 36	\$10	
VIDEOTAPE COPY OF MEETING	\$10	
RETURNED CHECK CHARGE	\$30	
ELECTION FILING FEE	\$5	
GARBAGE HAULER'S LICENSE	\$300	
TOBACCO RETAIL LICENSE	\$200	
CANNABINOID LICENSE	\$500	
BACKGROUND CHECK FOR CANNABINOID LICENSE	City Council Packet, page 81	
STRAY ANIMAL PICKUP FEE: 8:00 A.M. - 7:00 P.M.	contracted	
STRAY ANIMAL PICKUP FEE: 7:00 P.M. - 8:00 A.M.	contracted	

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
ANIMAL BOARDING FEE	contracted	
POTENTIALLY DANGEROUS DOG REGISTRATION	\$250	
DANGEROUS DOG REGISTRATION	\$500	
LIQUOR LICENSES:		
3.2 LIQUOR ON SALE	\$250	
3.2 LIQUOR OFF SALE	\$150	
LIQUOR ON SALE - FULL YEAR	\$3,500	
LIQUOR ON SALE - SEASONAL	\$2,040	
LIQUOR OFF SALE***	\$380	
SUNDAY LIQUOR SALE	\$200	
WINE	\$500	
LICENSEE INVESTIGATION FEE	\$300	
BREWERY/TAPROOM ON-SALE	\$250	
OFF-SALE GROWLER	\$150	
MICRODISTILLERY OFF-SALE	\$380	
CATERER'S PERMIT FEE	\$20	
MASSAGE ESTABLISHMENT LICENSE		
INITIAL FEE	\$200	
ANNUAL RENEWAL FEE	\$100	
LICENSEE INVESTIGATION FEE	\$300	
MASSAGE THERAPIST LICENSE		
INITIAL FEE	\$100	
ANNUAL RENEWAL FEE	\$100	
LICENSEE INVESTIGATION FEE	\$300	
PAWNBROKER/SECONDHAND GOODS DEALER	\$5,000 ANNUAL FEE	
DEALER INVESTIGATION FEE	\$3,000	
TRANSACTION FEE	\$5 PER TRANSACTION	
TRANSIENT MERCHANT LICENSE	\$500 ANNUAL/\$250 60 DAYS	
PEDDLER/SOLICITOR LICENSE	\$1,000 ANNUAL/IF CITED FOR OPERATING WITHOUT A LICENSE \$1,000 ADDITIONAL/ \$85 30 day permit	
APPLICATION INVESTIGATION FEE	\$50	
SEXUALLY ORIENTED BUSINESS LICENSE	\$10,000	
LICENSEE INVESTIGATION FEE	\$3,000	
VEHICLE DEALER LICENSE	\$350 ANNUAL FEE	
RIGHT OF WAY ACCESS FEE	\$300	
NUISANCE ABATEMENT	\$150 OR 25% OF ACTUAL COSTS, WHICHEVER IS GREATER + ACTUAL COSTS	
TAX CERTIFICATION OF NUISANCE ABATEMENT	\$70	

(c) The fee set by the jurisdiction issuing the license shall be reduced by \$100 if the following conditions are met:		
(1) the licensee agrees to have a private vendor train all employees within 60 days of hire and annually thereafter in laws pertaining to the sale of alcohol, the rules for identification checks, and the responsibilities of establishments serving intoxicating liquors;		
(2) the licensee agrees to post a policy requiring identification checks for all persons appearing to be 30 years old or less; and		
(3) a cash award and incentive program is established by the licensee, to award employees who catch underage drinkers, and a penalty program is established to punish employees in the event of a failed compliance check.		
CEMETERY FEES	City Council Packet, page 82	
CEMETERY PLOTS	\$800	
CEMETERY DEED TRANSFER	\$15	

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
SUMMER PLOT INTERMENT	\$600	
WINTER PLOT INTERMENT (NOVEMBER 1 THRU MAY 1)	\$800	
SUMMER CREMATION PLOT INTERMENT	\$300	
WINTER CREMATION PLOT INTERMENT (NOVEMBER 1 THRU MAY 1)	\$400	
SUMMER INFANT PLOT INTERMENT	\$450	
WINTER INFANT PLOT INTERMENT	\$550	
ADDITIONAL INTERMENT FEE, IF AFTER HOURS (AFTER 3:00 MONDAY - FRIDAY, ALL SATURDAYS, SUNDAYS & HOLIDAYS)	\$100	
MARKER SETTING FEE	\$50	
PLANNING AND ZONING FEES		
ESCROW FEES		
DRIVEWAY ESCROW	\$5,200	
LANDSCAPE PLAN ESCROW	\$6,600	
SEPTIC ESCROW	125% OF THE COST OF THE HIGHEST OF TWO INSTALLATION BIDS	
SIDEWALK ESCROW (WHISPERING ASPEN)	COST BASED ON RECOMMENDATION OF THE CITY ENGINEER	
GRADING AND MINING FEES		
GRADING PERMIT (BETWEEN 500 AND 1,000 CUBIC YARDS)	\$50 + CONSULTING FEES + \$500 Escrow Required	
MINOR MINING (BETWEEN 1,000 AND 5,000 CUBIC YARDS)	\$500 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
MAJOR MINING (GREATER THAN 5,000 CUBIC YARDS)	\$1,000 + CONSULTING FEES; \$1,500 ESCROW REQUIRED	
LAND USE FEES		
CONDITIONAL USE PERMIT	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED	
CONDITIONAL USE PERMIT AMENDMENT	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED	
INTERIM USE PERMIT	\$300 + CONSULTING FEES; \$300 ESCROW REQUIRED	
INTERIM USE PERMIT AMENDMENT	\$300 + CONSULTING FEES; \$300 ESCROW REQUIRED	
INTERIM USE PERMIT RENEWAL	\$50	
ADMINISTRATIVE HOME OCCUPATION PERMIT	\$50	
VACATION	\$200 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
VARIANCE	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED	
LOT DIVISION FEES		
ADMINISTRATIVE SUBDIVISION	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
METES AND BOUNDS SPLIT	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
CONCEPT PLAN REVIEW	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED	
PRELIMINARY PLAT	\$500 + \$25.00/lot + CONSULTING FEES; \$5,000 ESCROW REQUIRED	
FINAL PLAT	\$300 + CONSULTING FEES + \$1,000 Escrow + \$50/LOT IF NEW ROAD	
PLANNED UNIT DEVELOPMENT	\$700 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
PLANNED UNIT DEVELOPMENT AMENDMENT	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED	
PARK DEDICATION - COMMERCIAL	\$2000 per acre	
PARK DEDICATION - RESIDENTIAL	\$2000 per single family lot	
PARK DEDICATION - MULTI-FAMILY RESIDENTIAL	\$1500 per unit w/ credit for developer provided facilities	
REVIEW FEES		
ENVIRONMENTAL REVIEW	\$350; \$650 ESCROW REQUIRED	
FLOODPLAIN REVIEW	\$150 + CONSULTING COSTS	
SITE PLAN REVIEW	\$500 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
WETLAND REVIEW	\$150 + CONSULTING COSTS	

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
ZONING FEES		
ZONING MAP AMENDMENT	\$1,000 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
ZONING TEXT AMENDMENT	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED	
MISC. PLANNING FEES		
COMPREHENSIVE PLAN AMENDMENT	\$1,000 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	
CONSULTING FEES	ACTUAL COSTS BILLED TO THE CITY; ENGINEERING, LEGAL, ETC.	
COUNTY FILING FEE REIMBURSEMENT	\$55	
DOCUMENT - COMPREHENSIVE PLAN	\$40	
DOCUMENT - ZONING ORDINANCE	\$40	
OUTDOOR ENTERTAINMENT PERMIT	\$150	
STREET SIGN	ACTUAL COSTS BILLED TO THE CITY FOR THE SIGN AND A \$25 INSTALLATION FEE	
TEMP/SEASONAL OUTDOOR SALES PERMIT / CERTIFICATE OF COMPLIANCE	\$150	
TEMPORARY SIGN PERMIT - BEFORE SIGN PLACEMENT	\$40 IF APPROVED BEFORE PLACEMENT / \$80 IF APPROVED AFTER PLACEMENT	
TAX INCREMENT FINANCING APPLICATION FEE	\$3,000 + CONSULTING FEES; \$12,000 ESCROW REQUIRED	
ZONING VERIFICATION LETTER	\$50	
CODE ENFORCEMENT FEES		
ADMINISTRATIVE CITATION - FIRST CITATION	\$50	
ADMINISTRATIVE CITATION - SECOND CITATION	\$100	
ADMINISTRATIVE CITATION - THIRD CITATION	\$250	
ADMINISTRATIVE CITATION	AFTER THE THIRD CITATION, THE CASE WILL BE SUBMITTED TO THE CITY ATTORNEY TO BE RESOLVED THROUGH THE COURT SYSTEM	
ADMINISTRATIVE HEARING - HEARING REQUEST FILING FEE	\$100	
ADMINISTRATIVE HEARING - HEARING FEE	\$100, HEARING FEE AND COSTS INCURRED THROUGHOUT THE HEARING PROCESS SHALL BE PAID BY THE PARTY WHO DOES NOT PREVAIL, NOT TO EXCEED \$300	
BUILDING INSPECTION FEES		
RESIDENTIAL BUILDING FEES		
ACCESSORY BUILDING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
ADDITION PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
ALTERATION	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
BASEMENT FINISH PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
DECK	\$150	
DEMOLITION / BLDG OR PARTIAL	\$100	Increase from \$50 to \$100
DRIVEWAY PERMIT	\$100	Increase from \$50 to \$100
FENCE OVER 6FT PERMIT or FENCE CERTIFICATE	\$100	Increase from \$50 to \$100
FIRE ALARM SYSTEM	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE	
FIRE SPRINKLER INSTALLATIONS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE	
FIREPLACE PERMIT	\$100/RESIDENTIAL PROPERTY	Increase from \$75 to \$100
FUEL TANK PERMIT – ADDING OR REMOVING	\$100/RESIDENTIAL PROPERTY	Increase from \$50 to \$100
GARAGE PERMIT – ATTACHED/DETACHED	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
MANUFACTURED HOME INSTALLATION PERMIT	\$150	
MINOR HVAC DUCT WORK	\$45	Eliminate
MECHANICAL HVAC PERMIT (Residential)	\$100	
NEW CONSTRUCTION	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
NEW CONSTRUCTION – WHISPERING ASPENS / VIKING PRESERVE	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A WITH SAC, WAC, WATER METER AND CONNECTION, AND STREET IMPROVEMENT CHARGES.	
RESIDENTIAL PLUMBING PERMIT		
- Water Heater or Water Softener	\$100	Increase from \$50 to \$100
- New and Existing Single Family Residential	\$100	
POOL PERMIT – ABOVE GROUND	\$100	Increase from \$50 to \$100
POOL PERMIT – BELOW GROUND	\$100	
REMODEL PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
REPAIR PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
RESIDENTIAL ROOFING PERMIT	\$100	
SEPTIC - REPAIR	\$100	
SEPTIC PERMIT – ALTERNATIVE (TYPE IV) SYSTEM	\$200 plus actual cost of plan review / inspections or \$300.00 minimum	
SEPTIC PERMIT - NEW CONSTRUCTION/REPLACEMENT	\$300	
SEPTIC PUMPING PERMIT	\$5	
SEPTIC TANK/HOLDING TANK PERMIT	\$100	
RESIDENETIAL SIDING PERMIT	\$100	
THREE SEASON OR PORCH	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
WATERPROOFING PERMIT	\$100	Increase from \$50 to \$100
WINDOWS/DOORS – NO CHANGE TO OPENING SIZE PERMIT	\$100	Increase from \$75 to \$100
WINDOWS/DOORS – CHANGE TO OPENING SIZE PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
MISCELLANEOUS BUILDING FEES		
CELL TOWER PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
FINE FOR FAILING TO OBTAIN REQUIRED PERMIT	EQUAL TO THE CALCULATED PERMIT FEE AMOUNT	
MISC FEE	\$1	
MISC PERMITS THAT DO NOT REQUIRE PLAN REVIEW	\$100	Increase from \$50 to \$100
MISC PERMITS THAT DO REQUIRE PLAN REVIEW	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
PLAN CHECK	65% OF BUILDING PERMIT FEE	
RE-INSPECTION/ADMINISTRATIVE FEE	\$100 PER INSPECTION	
SPECIAL INSPECTIONS - HOURLY RATE	\$100	Increase from \$50 to \$100
VERIFICATION OF STATE CONTRACTOR LICENSE	\$5	
COMMERCIAL BUILDING FEES		
COMMERCIAL CONSTRUCTION PERMIT FEES	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
COMMERCIAL FIREPLACE PERMIT	\$100/FIREPLACE	Increase from \$75 to \$100
COMMERCIAL FUEL TANK PERMIT – ADDING OR REMOVING	\$100/TANK	Increase from \$50 to \$100
COMMERCIAL MECHANICAL HVAC PERMIT	\$100 OR 1.5% OF VALUATION, WHICHEVER IS GREATER	Increase from \$80 to \$100
COMMERCIAL PLUMBING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
COMMERCIAL SEPTIC PERMIT	\$200.00 PLUS ACTUAL COST OF PLAN REVIEW / INSPECTIONS OR \$300.00 MINIMUM	
COMMERCIAL SIDING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
COMMERCIAL ROOFING PERMIT	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	
RENTAL FEES		
RENTAL INSPECTION FEE	\$50.00 PER UNIT	
RENTAL LICENSE FEE	\$25 PER APPLICATION	
RENTAL LATE FEE	\$25 PER APPLICATION	
RENTAL TRANSFER FEE	\$25 PER APPLICATION	
RENTAL REINSTATEMENT FEE	\$75 PER APPLICATION	
RENTAL RENEWAL FEE	\$50 PER APPLICATION (INCLUDES INSPECTION)	
ELECTRIC Permit Fees		
State Surcharge (applied once to each electrical permit)	\$1.00	*Eliminate all Electrical Fees
SINGLE FAMILY RESIDENTIAL-		
Residential panel replacement	\$110	
Residential subpanel replacement	\$45	
New Service or power supply		
0-300 AMP	\$55	
400 AMP	\$71	
500 AMP	\$87	
600 AMP	\$103	
800AMP	\$135	
1000 AMP	\$167	
1100 AMP	\$183	
1200 AMP	\$199	
Add \$16 for each additional 100 AMP's		
Circuit and Feeders:		
0 to 100 AMP	\$15	
101 to 200 AMP	\$21	
201 to 300 AMP	\$27	
301 to 400 AMP	\$33	

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
401 to 500 AMP	\$33-	
501 to 600 AMP	\$39-	
601 to 700 AMP	\$45-	
Add \$6 for each additional 100 AMP's		
Minimum Fee	\$45 PER TRIP Plus \$1.00 State Surcharge	
	Minimum for rough inspection and final is \$90.00 plus \$1.00 surcharge-	
Maximum Fee	Maximum fee for single family dwelling or townhouse not over 200 amps	
	(No max if service is over 200 Amps) is \$190.00 plus \$1.00 surcharge-	
	Maximum of 2 rough In's and 1 Final Inspection-	
Apartment Buildings	\$80/UNIT (This does no cover service, unit feeders, or house panels)	
Swimming Pools and Hot Tubs	\$90 PER TRIP; PLUS CIRCUITS at \$9.00 each (Includes two inspections)	
Additions, remodels, or basement finishes	\$90 for up to 10 circuits (Includes two inspections)	
Residential Accessory Structures	The greater of \$55.00 for panel plus \$9 per circuit or \$90 for 2 inspections-	
Traffic Signals	\$8 per each standard	
Street and Parking Lot Lights	\$5 per each standard	
Transformers and Generators		
Up to 10KVA	\$5-	
11 to 74KVA	\$40-	
75KVA to 299 KVA	\$60-	
Over 299KVA	\$165-	
Retro Fit Lighting	\$0.85 cents per fixture	
Sign Transformer or Driver	\$9 per transformer	
Low Voltage fire alarm, low voltage heating and air conditioning control wiring	.85 cents per device	
Re-Inspection Fee in addition to all other fees	\$45-	
Hourly Rate for Carnivals	\$90-	
Solar/Photovoltaic (PV) Fees		
Inspection for Solar/PV system, 0 watts to and including 5000 watts	\$90-	
5001 watts to and including 10,000 watts	\$150-	
10,001 watts to and including 20,000 watts	\$225-	
20,001 watts to and including 30,000 watts	\$300-	
30,001 watts to and including 40,000 watts	\$375-	
40,001 watts to and including 1,000,000 watts	\$375 and \$25 for each additional 10,000 watts over 40,000 watts	
<small>*Watt rating is the total estimated alternating current (AC) energy output of the solar system. The total DC energy output is not used.</small>		
<small>*Solar PV inspection fees include inverters, modules, panels, combiners, converters, charge controllers disconnecting means and electrical conductors between the inverter and the AC panelboard for stand-alone solar PV systems; or the conductors between the inverter and the service equipment or other power production, distribution and utilization system, such as a utility system and its connected loads, that is external to and not controlled by the solar PV power system.</small>		
<small>*Additional inspection fees may be applicable on large-scale projects for the inspection of additional electrical infrastructure between the inverter output circuit and the electrical production and distribution network.</small>		
Solar/PV system Plan Review Fee	\$100/hour	
If work starts before the permit is issued	Double permit fee	
FIRE DEPARTMENT FEES		
FIRE RESPONSE REIMBURSEMENTS:		
MOTOR VEHICLE ACCIDENTS	\$300	
PUBLIC UTILITY EMERGENCY SERVICE AND HAZARDOUS		
MATERIAL SPILL OR LEAK:		
LABOR CHARGE	\$30/HOUR + COST OF MATERIALS	
TRUCK CHARGE	\$150/HOUR/TRUCK	
COMMERCIAL INSPECTIONS:		
INITIAL & 1ST RE-INSPECTION	NO CHARGE	
EACH ADDITIONAL RE-INSPECTION	\$90 PER OCCURRENCE	
FALSE ALARMS - EACH OCCURRENCE		

**City of East Bethel
Proposed 2024 Fee Schedule**

		Proposed Change
	AFTER 2 FALSE ALARMS WITHIN A CALENDAR YEAR	\$200
	PLAN REVIEWS:	
	FIRE ALARM SYSTEMS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE CODE
	FIRE SPRINKLER INSTALLATIONS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE CODE
	FIRE ROADS AND DRIVEWAYS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE CODE
	NEGLIGENT AND OR NONPERMISABLE FIRES	\$250 PER OCCURRENCE
	TAX CERTIFICATION OF UNPAID FIRE CHARGES	\$70
	RECREATIONAL FEES	
	ICE ARENA	
	ICE ARENA ICE RENTAL - PRIME TIME	\$192/HR
	ICE ARENA ICE RENTAL - NON PRIME TIME	NEGOTIABLE
	LOCKER ROOM RENTAL	\$7,500
	DRY FLOOR EVENTS	NEGOTIABLE
	PARKS	
	PAVILIONS/SHELTERS - NON RESIDENT	\$50/DAY; \$100 DEPOSIT
	PAVILIONS/SHELTERS - RESIDENT	\$100 DEPOSIT
	IRRIGATED BALLFIELDS - NON RESIDENT	\$20/DAY; \$100 DEPOSIT
	IRRIGATED BALLFIELDS - RESIDENT	\$20/DAY; \$100 DEPOSIT
	IRRIGATED BALLFIELDS; TOURNAMENT	\$350/TOURNAMENT; \$200 DEPOSIT
	NON IRRIGATED BALLFIELDS - NON RESIDENT	\$10/DAY; \$100 DEPOSIT
	NON IRRIGATED BALLFIELDS - RESIDENT	\$100 DEPOSIT
	NON IRRIGATED BALLFIELDS - TOURNAMENT	\$50/FIELD; \$100 DEPOSIT
	CONCESSION STAND; SAA SEASON, MONDAY-FRIDAY	\$1,000/SEASON
	CONCESSION STAND; WEEKEND TOURNAMENTS	\$300/WEEKEND; \$300 DEPOSIT
	CONCESSION STAND; ONE DAY FEE NON TOURNAMENT	\$50/DAY
	WHISPERING ASPEN COMMUNITY CTR - NON RESIDENT	\$50/DAY; \$100 DEPOSIT
	WHISPERING ASPEN COMMUNITY CTR - RESIDENT	\$100 DEPOSIT

EXTRACTED FROM 1997 UNIFORM BUILDING CODE

TABLE NO. 1-A – BUILDING PERMIT FEES

TOTAL VALUATION	FEE
\$1.00 to \$500	\$23.00
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof
Other Inspections and Fees:	
1. Inspections outside of normal business hours	\$47.00 per hour*
2. Reinspection fees assessed under provisions of Section 305.8	\$47.00 per hour*
3. Inspections for which no fee is specifically indicated (minimum charge – one-half hour)	\$47.00 per hour*
4. Additional plan review required by changes, additions or revisions to plans	\$47.00 per hour*
5. For use of outside consultants for plan checking and inspections, or both	Actual costs **

* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

** Actual costs include administrative and overhead costs.

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

2015 IBC VALUATION SCHEDULE

Square Foot Construction Costs ^{a, b, c}

WOOD FRAME CONST. CATEGORY

Group (2015 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	233.95	225.89	220.42	211.39	198.92	193.15	204.70	181.63	174.97
A-1 Assembly, theaters, without stage	214.40	206.35	200.88	191.84	179.53	173.76	185.16	162.23	155.58
A-2 Assembly, nightclubs	182.86	177.56	173.06	166.05	156.54	152.22	160.22	141.73	136.94
A-2 Assembly, restaurants, bars, banquet halls	181.86	176.56	171.06	165.05	154.54	151.22	159.22	139.73	135.94
A-3 Assembly, churches	216.47	208.41	202.95	193.91	181.79	176.02	187.23	164.50	157.85
A-3 Assembly, general, community halls, libraries, museums	180.57	172.51	166.04	158.00	144.89	140.11	151.32	127.59	121.94
A-4 Assembly, arenas	213.40	205.35	198.88	190.84	177.53	172.76	184.16	160.23	154.58
B Business	186.69	179.79	173.86	165.19	150.70	145.02	158.70	132.31	126.48
E Educational	197.52	190.73	185.77	177.32	165.32	156.97	171.23	144.39	140.26
F-1 Factory and industrial, moderate hazard	111.86	106.71	100.58	96.68	86.77	82.81	92.61	72.75	68.09
F-2 Factory and industrial, low hazard	110.86	105.71	100.58	95.68	86.77	81.81	91.61	72.75	67.09
H-1 High Hazard, explosives	104.68	99.53	94.40	89.50	80.80	75.84	85.43	66.78	N.P.
H234 High Hazard	104.68	99.53	94.40	89.50	80.80	75.84	85.43	66.78	61.12
H-5 HPM	186.69	179.79	173.86	165.19	150.70	145.02	158.70	132.31	126.48
I-1 Institutional, supervised environment	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
I-2 Institutional, hospitals	314.17	307.27	301.34	292.67	277.18	N.P.	286.18	258.79	N.P.
I-2 Institutional, nursing homes	217.67	210.77	204.84	196.17	182.68	N.P.	189.68	164.29	N.P.
I-3 Institutional, restrained	212.42	205.52	199.59	190.92	177.93	171.25	184.43	159.54	151.71
I-4 Institutional, day care facilities	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
M Mercantile	136.25	130.95	125.45	119.44	109.43	106.11	113.60	94.63	90.83
R-1 Residential, hotels	189.35	182.99	177.74	170.33	156.80	152.58	170.42	140.62	136.29
R-2 Residential, multiple family	158.84	152.48	147.23	139.81	127.05	122.83	139.91	110.87	106.54
R-3 Residential, one- and two-family ^d	148.17	144.14	140.42	136.90	131.89	128.41	134.60	123.40	116.15
R-4 Residential, care/assisted living facilities	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
S-1 Storage, moderate hazard	103.68	98.53	92.40	88.50	78.80	74.84	84.43	64.78	60.12
S-2 Storage, low hazard	102.68	97.53	92.40	87.50	78.80	73.84	83.43	64.78	59.12
U Utility, miscellaneous	80.38	75.90	71.16	67.61	60.99	57.00	64.60	48.23	45.92

(GARAGES & ACCESSORY STRUCTURES)

- Private Garages use Utility, miscellaneous
- For shell only buildings deduct 20 percent
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$21.00 per sq. ft.

12DEC2023

Dear Chief Sanow:

This is my official letter of notification to you and the department that my last day of service will be on January 02, 2024. On that day I plan to retire.

I am excited to not have to get up after 10:00PM, but I would be lying if I didn't say I will miss it and everyone on the department. I have enjoyed being a part of the team and appreciate everyone putting up with me. I wish the department and everyone the best!!

If anyone is interested in playing pinball or going fishing, I'm only a phone call away.

Thank you for everything,

Paul Karpinski

[REDACTED]

[REDACTED]

[REDACTED]



ANOKA COUNTY Regional Economic Development

To: East Bethel City Council
From: Gregory Frahm-Gilles, Anoka County Director of Economic Development
Date: December 18, 2023
RE: Anoka County Regional Economic Development (ACRED) MOU Extension

The Anoka County Regional Economic Development (ACRED) Partnership is a collective of all 21 Anoka County municipalities to provide regional economic development services. This partnership was established in January 2019 through the execution of a Memorandum of Understanding (MOU) that all communities in Anoka County signed onto.

The key objective for ACRED is to provide regional economic development support to all 21 municipalities, helping each community bring their own unique economic development visions to fruition. The three core areas of emphasis include:

- **REGIONALISM:** Economic activity in one community extends into nearby communities. Economic challenges are often not limited to jurisdictional boundaries, too. Regionalism promotes collaboration amongst all municipalities on economic development opportunities to share ideas, best practices for programming and networks. Challenges impacting many municipalities can be worked on together. Share information on available programs and grants with municipal community development staff, chambers and businesses.
- **MARKETING:** Promote Anoka County as a region ripe for investment. Share Anoka County opportunities with real estate brokers, investors, developers and businesses looking at growth or relocation. For real estate professionals that are representing businesses in the market, share leads with municipalities in the targeted search area and collaborate to provide a comprehensive response to inquiries. If one targeted municipality cannot fulfill the site or building request, support the municipality by serving as a regional resource to try to keep that economic opportunity within Anoka County.
- **READINESS:** Create future opportunity by helping cities bring key development sites to market. Connect cities with available programs or contacts to assist in development, redevelopment or infill projects. Share best practices and data to position communities for future investment and help support resilient local economies.

Two major economic development planning efforts have been recently commenced and results are still pending. The first is a county-wide housing study, commissioned by the Anoka County Housing and Redevelopment Authority. The second is an updated Strategic Plan for ACRED – fully funded with non-



ANOKA COUNTY Regional Economic Development

ACRED program funds. Results of these efforts will provide current information to help shape future objectives.

The original MOU established an initial term of five (5) years with an opportunity to renew for another five (5) year term. Given that results from the key planning documents are still pending, the ACRED Executive Committee felt that a 12-month extension on the existing MOU was justified to let those initiatives be completed first. Once the results of those efforts are released in 2024, a more robust conversation can then be had with the cities and county on ACRED objectives and organizational structure to ensure that ACRED is established to be most efficient and effective in those updated objectives.

The City of East Bethel has consistently been represented on the ACRED Executive Committee. Former Community Development Directors Colleen Winter and Stephanie Hanson both served on the Executive Committee. Current Community Development Director Aaron Berg also serves on the Executive Committee and is the Executive Committee Chairperson for 2024.

The MOU amendment document presented for Council consideration simply extends the same terms of the original MOU out another 12-months. The new MOU expiration date will be January 10, 2025.

While staffing expenses are covered by Anoka County, the operating budget for ACRED is split between all municipalities on a per capita basis at a rate of \$0.057 per resident. The City of East Bethel's 2023 contribution to ACRED was \$682, based on a certified 2022 population estimate of 11,961 residents.

ACTION REQUESTED:

- Consideration and approval of the 12-month extension to the existing ACRED Memorandum of Understanding, revising the MOU expiration date to January 10th, 2025.

**MEMORANDUM OF UNDERSTANDING
FOR ANOKA COUNTY ECONOMIC DEVELOPMENT
By and Among
THE COUNTY OF ANOKA, CONNEXUS ENERGY, METRONORTH CHAMBER OF COMMERCE,
AND PARTICIPATING MUNICIPALITIES WITHIN ANOKA COUNTY**

This Memorandum of Understanding (“MOU”) is by, between, and among the County of Anoka, a political subdivision of the state of Minnesota, (hereinafter “the County”); Connexus Energy, a Minnesota corporation in Ramsey, Minnesota; MetroNorth Chamber of Commerce, a Minnesota nonprofit organization; and participating Municipalities located within Anoka County, Minnesota (See Exhibit A). For purposes of this MOU, the aforementioned are referred to collectively as the “Hosting Agencies” for the Anoka County economic development initiative.

WHEREAS, a research study was completed by a Consultant, Ady Advantage, in December 2017 (“the Study”) for a market research analysis and evaluation of business opportunities, targets, and strategies for economic development within Anoka County; and

WHEREAS, as a result of the Study, the Hosting Agencies plan to gather with one another as well as other community partners to develop a vision, create an action plan, and set realistic goals to implement shared objectives for economic development and business recruitment within Anoka County; and

WHEREAS, the Hosting Agencies wish to enter into this MOU to establish organizational structures and to develop specific goals and objectives for the collaboration;

NOW, THEREFORE, it is agreed as follows:

- A. Purpose. The purpose of this MOU is to set a framework for the Hosting Agencies and other participating entities, to further the goals of the economic development collaboration by: (a) outlining general objectives, (b) defining mutual responsibilities, and (c) setting goals, timelines, communication, and other details necessary to achieve the desired outcomes.
- B. Term. This Memorandum of Understanding is effective upon execution and will continue in effect for five (5) years, or until completion and implementation of a Final Action Plan, as determined by the Executive Committee. The term of this MOU may be renewed for subsequent five (5) year terms upon written agreement of the parties.
- C. Executive Committee. For purposes of this MOU, the Executive Committee for the Anoka County economic development initiative is comprised of representatives from Anoka County, Connexus Energy, Metro North Chamber, and up to four participating cities (“City members”). City members of the Executive Committee shall have staggered, rotating terms as addressed below. A Chairperson may be selected by the members of the Executive Committee to set and conduct meetings and be the primary point of contact between the Executive Committee and any subcommittees.

The names and contact information for the initial Executive Committee members are listed in the attached **Exhibit B** to this Agreement.

1. Executive Committee Members' Terms, Election, and Appointment:

- The members of the Executive Committee shall serve for initial terms of eighteen (18) and twenty four (24) months, as designated on Exhibit B. Certain Executive Committee members' terms may be renewed, as appropriate, to fulfill the objectives set forth in this MOU.
- No more than two County representatives may be designated as "voting members" on the Executive Committee. Other County representatives serving on the Executive Committee, in excess of two voting members, shall participate as non-voting members.
- The four City members of the Executive Committee shall have staggered, rotating terms to enable other participating municipalities to serve on the Executive Committee, as desired. City members may serve a maximum of two (2) consecutive terms.
- As City members' terms expire, the Executive Committee shall survey interest among all participating cities and elect new City members to the Executive Committee to fill expired or vacant terms. The Committee's selection of new City members shall take into consideration such factors as the size of each municipality, and location, to ensure that the Executive Committee constitutes a diverse geographic representation of Anoka County.
- Election of Executive Committee members shall be accomplished by majority vote, to take place at a regular meetings of the Committee, or by electronic means (email) if a vacancy arises. .

2. Executive Committee Meetings:

- The Executive Committee members will hold regular meetings approximately every other month, with the first meeting to be scheduled in the fall of 2018.
- At least two times per year, the Executive Committee will schedule broad based meetings and invite a larger group of City officials and staff, community partners, and other stakeholders, to provide updates and information regarding the current priorities of the economic development collaboration.
- The Executive Committee may also communicate electronically (via email) to review opportunities and give direction to subcommittees as needed.

3. Executive Committee Goals and Objectives:

- Define a Vision: The Executive Committee is responsible for gathering information from its subcommittees to form a vision for the business climate and opportunities within Anoka County. The Executive Committee will then communicate that vision with all Cities, community partners and identified stakeholders in the County.

- Develop a Strategic Plan. The Executive Committee will engage in strategic planning, to develop goals, interim activities, and a Final Action Plan, within applicable time frames as set by the Executive Committee.
- Communication. The Executive Committee will ensure that reliable communication occurs with all subcommittees, and that cities and community partners are kept informed of the progress and results of the collaboration.
- Review and Contracting. The Executive Committee will continually review its progress and may enter into contracts with outside partners or private companies, as required to effectively research and/or implement work developed over the course of this project.

D. Subcommittees. The purpose of subcommittees is to ensure diversification of ideas and representation across Anoka County in taking on specific tasks related to economic development.

- The Executive Committee may, at any time during one of its regular meetings, seek to establish, modify, or eliminate one or more subcommittees, which may be comprised of County and City officials/staff, community partners, or other public or private individuals or entities assisting in the economic development collaboration.
- Subcommittees may also include additional advisory members with expertise relevant to the work of the subcommittee.
- As of the date of this MOU, three Subcommittees have been formed: (1) Alignment/Regionalism; (2) Readiness; (3) Marketing and Differentiation.
- Subcommittees should attempt to meet on a monthly basis if possible.

E. Reporting. The following persons/entities should provide written or oral monthly reports to the Executive Committee:

- a. Subcommittee Reports. All subcommittees shall promptly deliver reports to the Executive Committee on matters which the subcommittee has addressed.
- b. Economic Development Specialist. Anoka County will direct its Economic Development Specialist (“ED Specialist”) to assist the Executive Committee and other entities in this collaboration. The ED Specialist will report directly to the County Administrator regarding day-to-day operations and activities. At the request of the Executive Committee, the ED Specialist will provide reports to the Executive Committee as to research outcomes and progress. The ED Specialist may also be asked to present findings at the broader, semi-annual meetings attended by cities, community partners, and other stakeholders.

F. Financial Contributions.

- a. Economic Development Specialist. The County is subsidizing and monitoring the activities of the Economic Development Specialist, described herein, to provide direct project assistance and research in connection with this collaboration.
- b. Budget and Cost Sharing. If the Executive Committee seeks continued services for website and social media support, marketing assistance, or other outside services,

the cost allocation among cities and financial responsibilities will require execution of separate agreements. On or around August of each calendar year, a proposed budget for the following year will be voted on by the Executive Committee at a regular meeting, and distributed to the members. An agreement for voluntary cost sharing among participating municipalities will also be distributed, with the first agreement effective for year 2019. Negotiation, execution, and administration of any such cost sharing agreement must comply with applicable statutes and regulations. Nothing in this MOU shall obligate the agencies or partners to obligate or transfer any funds absent a separate agreement authorizing such contributions.

G. Modification: Material alternations, modifications, or variations of the terms of this MOU must be reduced to writing as an amendment and signed by the parties. Election or appointment of members to the Executive Committee, the formation of subcommittees, and updates to Exhibits A and B to this MOU do not require formal amendment of this MOU.

H. Authorized Representatives. By signing this MOU, the undersigned certifies that he/she is authorized to act and carry out the terms of this MOU.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding on the dates indicated below.

County of Anoka:

Rhonda Sivarajah, Chair
Anoka County Board of Commissioners

Date: _____

Attest:

Jerry Soma, County Administrator

Date: _____

Connexus Energy:

Bruce Saylor, Principal

Date: _____

NorthMetro Chamber of Commerce:

Lori Higgins, President

Date: _____

City of Columbus:

By: _____
Its: _____

Date: _____

City of Coon Rapids:

By: _____
Its: _____

Date: _____

City of East Bethel:

By: Joel Davis
Its: CITY ADMINISTRATOR

Date: 1-3-19

City of Fridley:

By: _____
Its: _____

Date: _____

City of Ham Lake:

By: _____
Its: _____

Date: _____

City of Hilltop:

By: _____
Its: _____

Date: _____

City of Lexington:

By: _____
Its: _____

Date: _____

City of Andover:

By: _____

Its: _____

Date: _____

City of Anoka:

By: _____

Its: _____

Date: _____

City of Bethel:

By: _____

Its: _____

Date: _____

City of Blaine:

By: _____

Its: _____

Date: _____

City of Centerville:

By: _____

Its: _____

Date: _____

City of Circle Pines:

By: _____

Its: _____

Date: _____

City of Columbia Heights:

By: _____

Its: _____

Date: _____

City of Lino Lakes:

By: _____
Its: _____

Date: _____

Linwood Township:

By: _____
Its: _____

Date: _____

City of Nowthen:

By: _____
Its: _____

Date: _____

City of Oak Grove:

By: _____
Its: _____

Date: _____

City of Ramsey:

By: _____
Its: _____

Date: _____

City of St. Francis:

By: _____
Its: _____

Date: _____

City of Spring Lake Park:

By: _____
Its: _____

Date: _____

VOLUNTARY COST SHARING AGREEMENT
FOR ANOKA COUNTY ECONOMIC DEVELOPMENT

THIS AGREEMENT is made between the County of Anoka, a political subdivision of the State of Minnesota (“County”), and the undersigned participating municipality (“City”), a municipal corporation organized under the laws of the State of Minnesota.

WITNESSETH

WHEREAS, the County and the City, along with other community partners, entered into a Memorandum of Agreement (“MOU”) on _____, to set goals, create an action plan, and implement shared objectives in promoting economic development within Anoka County;

WHEREAS, the MOU addresses the need for cost sharing between the County and municipalities of Anoka County to support continued services for website services, social media support, marketing assistance, and future services related to the county-wide economic development initiative;

WHEREAS, an annual budget for the above activities was developed, including a formula for participating municipalities to provide proportional cost sharing based upon its population;

NOW, THEREFORE, the parties understand and mutually agree as follows:

1. The budget for services related to website services, social media, marketing, and other supportive activities required for economic development, is currently set at \$20,000.00 for calendar year 2019.
2. For 2019, the City agrees to contribute the sum of \$0.057 per individual resident within its city limits, as a voluntary contribution to the economic development costs described above.
3. The City shall provide such payment annually, by the end of the first quarter in each calendar year, beginning in 2019.
4. Each calendar year, the County will provide an annual budget and proposed formula for the City’s use in calculating its contributions under this Agreement.
5. The City may opt out or cancel this Agreement by providing 30 days’ written notice to the County Administrator: Jerry Soma, 2100 Third Avenue, Ste. 700, Anoka, MN 55303.
6. This agreement shall terminate concurrently with the MOU, unless a City chooses to opt out or cancel this agreement prior to its expiration, as provided above.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

ANOKA COUNTY:

CITY: East Bethel

By: _____
Scott Schulte, Board Chair
ACHRA

By: Jane Davis

Dated: _____

Dated: 1-3-19

By: _____
Karen Skepper, Executive Director
ACHRA

By: _____

Dated: _____

Dated: _____

APPROVED AS TO FORM

By: _____
Christine Carney
Assistant County Attorney

By: _____

2024 ACRED - VCS Summary					
City	2022 Population**	Rate	2024 VCS	2023 VCS	Difference
Andover	32,822	0.057	1,871	\$ 1,864	\$ 7
Anoka	18,127	0.057	1,033	\$ 1,028	\$ 5
Bethel	479	0.057	27	\$ 27	\$ -
Blaine	71,891	0.057	4,098	\$ 4,046	\$ 52
Centerville	3,912	0.057	223	\$ 223	\$ -
Circle Pines	4,915	0.057	280	\$ 284	\$ (4)
Columbia Heights	21,592	0.057	1,231	\$ 1,246	\$ (15)
Columbus	4,172	0.057	238	\$ 238	\$ -
Coon Rapids	63,415	0.057	3,615	\$ 3,655	\$ (40)
East Bethel	11,961	0.057	682	\$ 672	\$ 10
Fridley	29,962	0.057	1,708	\$ 1,684	\$ 24
Ham Lake	16,524	0.057	942	\$ 940	\$ 2
Hilltop	967	0.057	55	\$ 55	\$ -
Lexington	2,738	0.057	156	\$ 149	\$ 7
Lino Lakes	21,658	0.057	1,235	\$ 1,210	\$ 25
Linwood Township	5,279	0.057	301	\$ 304	\$ (3)
Nowthen	4,517	0.057	257	\$ 258	\$ (1)
Oak Grove	9,102	0.057	519	\$ 514	\$ 5
Ramsey	28,712	0.057	1,637	\$ 1,626	\$ 11
Spring Lake Park	7,229	0.057	412	\$ 418	\$ (6)
St Francis	8,306	0.057	473	\$ 473	\$ -
VCS Totals	368,280	0.057	\$ 20,993	\$ 20,914	\$ 79
Connexus			\$ 2,000	\$ 2,000	\$ -
TOTALS			\$ 22,993	\$ 22,914	\$ 79
	Percent Change from prior year			0.34%	

**Source:

<https://metro council.org/Data-and-Maps/Research-and-Data/Annual-Population-Estimates.aspx>

ACRED Annual Budget		
Fixed Cost	2024 Budget	Change from 2023 Budget
MNCAR Properties Listing	\$ 6,000.00	
MNCAR Exchange Access	\$ 2,320.00	
MNCAR Member subscription	\$ 325.00	
Website Hosting	\$ 1,320.00	
MMP	\$ 700.00	
Constant Contact	\$ 840.00	
MREJ Contract	\$ 4,500.00	
Marketing		
Marketing	\$ 3,500.00	Same from 2023
MNCAR Booth	\$ 1,150.00	Unknown for 2024
Events		
UpRiver Real Estate	\$ 750.00	Removed MN Tech Corridor event. Distributed to other events
Business Summit	\$ 750.00	
Total Budget Expenses	\$	22,155.00
REVENUE		
VCS Revenue	\$	20,993.00
Connexus Sponsorship	\$	2,000.00
2023 Budget Carryover		

Program Hold/(deficit) \$ 838.00

**City of East Bethel
City Council Meeting
Agenda Item Information**



Date: December 27, 2023

Agenda Item Number: 7.0 A.1

Agenda Item: Zoning Code Amendments – Section 28. Architectural Standards

Background Information: At the April 3, 2023 City Council meeting, Council Members Jim Smith and Tim Miller recommended amendments to various city codes which are contained in the Zoning code. Council directed staff to route the amendments to the Planning Commission for a Public Hearing and recommendation. At the April 25th, 2023 meeting the Planning Commission discussed these after holding a public hearing.

Due to the mixed levels of support and limited amount of time for discussion of the proposed revisions staff thought it was in the best interest to bring two of the Zoning Codes amendments back for further discussion and formal recommendation at the May 23, 2023 Planning Commission meeting. A formal recommendation on Section 24. Exterior Storage was presented and passed at the June 26th, 2023 City Council meeting.

Section 28. Architectural Standards had numerous revisions after input from the Planning Commission and the EDA. City staff have compiled the recommendations and created a third draft revision for review, discussion and formal recommendation or direction.

Recommendation: City Council should review and discuss the proposed revised ordinance along with providing staff with direction for the preparation of a final draft ordinance for subsequent approval.

Attachments:

1. Sec. 28 – Architectural Standards – Existing Ordinance
2. April 3, 2023 - City Council Work Meeting Notes
3. June 6, 2023 – Steel building construction email
4. PC Meeting Minutes
5. Economic Development Authority Review (May 19, 2023)
6. Sec. 28 – Architectural Standards – Third DRAFT

City Council Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

- CODE OF ORDINANCES
APPENDIX A - ZONING
SECTION 28. ARCHITECTURAL STANDARDS

SECTION 28. ARCHITECTURAL STANDARDS

1. Purpose.

The purpose of architectural standards is to ensure the exterior of new construction and additions to existing buildings are well designed, detailed, and crafted to embody high standards of architectural designs.

2. Mixed use (MXU), limited business (B-1), central business (B-2), highway business (B-3), and non-residential uses in residential districts.

- A. *Building design.* Building design shall exhibit architectural control which seeks to be creative and which best utilizes building lines, shapes, and angles to maximize architectural integrity.
- 1) Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalum or unfinished aluminum buildings (wall or roofs), and pole-type building materials are not permitted as primary exterior building materials.
 - 2) At least 50 percent of all exterior wall finishes shall be comprised of any combination of at least two of the following materials:
 - a) Brick.
 - b) Natural stone.
 - c) Glass.
 - d) Stucco or stucco-like finishes.
 - e) Other comparable or superior material approved by city council.
 - 3) Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials that meet or exceed the quality of the primary exterior materials and shall be consistent with the building design.
 - 4) In the, MXU, B-1, B-2 districts and non-residential uses in residential districts, a minimum of 30 percent of the facade facing the public right-of-way shall be glass.
 - 5) In the B-3 districts, a minimum of 20 percent of the facade facing the public right-of-way shall be glass.
 - 6) Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building.

(Ord. No. 2021-06, 10-11-2021)

3. Light industrial (I).

- A. *Building design.* Building design shall exhibit architectural control which seeks to be creative and utilize building lines, shapes, and angles to maximize architectural integrity.
- B. *[Agricultural standards.]* Industrial properties which are located within 1,320 feet of the centerline of the right-of-way of Highway 65 shall meet the following architectural standards. Where only a portion of the parcel lies within 1,320 feet of the Highway 65 centerline, the standards shall apply to the entire parcel:

- 1) Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalum or unfinished aluminum buildings (wall or roofs), and pole-type building materials are not permitted as primary exterior building materials.
 - 2) Building exterior wall finishes shall be comprised of any combination of at least two of the following materials:
 - a) Brick.
 - b) Natural stone.
 - c) Glass.
 - d) Masonry stucco.
 - e) Other comparable or superior material approved by city council.
 - 3) Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials comparable in grade and quality to the primary exterior materials.
 - 4) A minimum of 20 percent of the facade facing the public right-of-way shall be glass.
 - 5) Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building
- C. *[Architectural standards.]* Industrial properties which are not located within 1,350 feet of the centerline of the right-of-way of Highway 65 shall meet the following architectural standards:
- 1) Exterior wall surfaces of all buildings shall be faced with brick, stone, architecturally enhanced pre-cast and cast-in-place panel, architectural concrete in combination with other permitted materials or glass.
 - 2) Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials comparable in grade and quality to the primary exterior materials.
 - 3) A minimum of 20 percent of the facade facing the public-right-of way shall be glass.
 - 4) Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building.

4. Two-family and townhome dwellings.

Exterior building finish: The exterior of two-family and townhome dwelling units shall include a variation in building materials which are to be distributed throughout the building facades and coordinated into the architectural design of the structure to create an architecturally balanced appearance. In addition, two-family and townhome dwelling structures shall comply with the following requirements:

- A. A minimum of 25 percent of the combined area of all building facades of a structure shall have an exterior finish of brick, stucco, and/or natural or artificial stone.
- B. Except for brick, stucco, and/or natural or artificial stone, no single building facade shall have more than 75 percent of one type of exterior finish.
- C. For the purpose of this section, the area of the building facade shall not include area devoted to windows, entrance doors, garage doors, or roof areas.
- D. No more than three buildings within 300 feet of each other shall consist of the same building facade.

5. Exceptions.

- A. The proposed building maintains the quality and value intended by this section.
- B. The proposed building is compatible and in harmony with other structures designed by standards in this section within the district.
- C. The design exceeds the intent of the ordinance.
- D. Any building is subject to denial that does not meet architectural excellence as determined by the planning commission and the city council.

6. Site plan review.

A site plan review is required for new construction, additions, and changes to existing buildings according to Section 04. Applications and Procedures. Each building design will be reviewed for at least the following considerations:

- A. Appropriate location of structures on the site with relationship to other amenities, restrictions, adjacent land usage, etc.
- B. General massing, roof treatments, proportions and quantity of exterior openings.
- C. Use of exterior materials as they relate to adjacent structures, and their impact on the quality and character of the immediate area.
- D. Screening of mechanical equipment, tanks, loading decks, refuse handling, ancillary equipment, etc., whether on the roof or on the site.

Enhancing Business Security Amendment:

This amendment to the architectural standards ordinance for the city of East Bethel has two primary purposes.

The first purpose is to increase the security of commercial and industrial buildings in rural areas by eliminating the requirement for windows on the side or back of new construction. This change will give business owners greater flexibility to design their buildings to meet their specific needs and enhance security measures.

The second purpose is to create a new section for B-2 and B-3 districts, which will allow the city to be more responsive to the needs of its diverse businesses by tailoring the building design requirements to suit the unique characteristics and requirements of these districts. This change will enable businesses to develop their properties in a way that is more in line with their needs while still maintaining high architectural standards.

Summary of changes:

1. Added a provision to allow painted steel siding as an exterior finish for new construction.
2. Modified the language to ensure that new construction is not required to have windows on the side or back of buildings.
3. Combined the building design requirements for B-2 and B-3 districts into one section.
4. Added Architecturally enhanced pre-cast and cast-in-place panel, architectural concrete in combination with other permitted materials, and other comparable or superior material approved by the city council as acceptable exterior building materials.
5. Modified the percentage of the facade facing the public right-of-way that must be glass for B-2 and B-3 districts.
6. Removed the constraint on pole buildings in B-2, B-3 and Light-industrial.
7. Created separate sections for MXU, B-1, and non-residential uses in residential districts, B-2 and B-3 districts, and Light Industrial district.

SECTION 28. - ARCHITECTURAL STANDARDS

Purpose.

The purpose of architectural standards is to ensure the exterior of new construction and additions to existing buildings are well designed, detailed, and crafted to embody high standards of architectural designs.

1. Building design requirements for Mixed use (MXU), Limited Business (B-1), and non-residential uses in residential districts.
 1. Building design shall exhibit architectural control which seeks to be creative and which best utilizes building lines, shapes, and angles to maximize architectural integrity.
 2. Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalum or unfinished aluminum buildings (wall or roofs), and pole-type building materials are not permitted as primary exterior building materials.
 3. At least 50 percent of all exterior wall finishes shall be comprised of any combination of at least two of the following materials:
 1. Brick.
 2. Natural stone.
 3. Glass.
 4. Stucco or stucco-like finishes.
 5. Architecturally enhanced pre-cast and cast-in-place panel, architectural concrete in combination with other permitted materials, painted steel siding, or other comparable or superior material approved by city council.
 4. Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials that meet or exceed the quality of the primary exterior materials and shall be consistent with the building design.
 5. A minimum of 30 percent of the facade facing the public right-of-way shall be glass.
 6. Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building, and shall be exempt from the requirement of windows on the side or back facades.

2. Building design requirements for Central Business (B-2) and Highway Business (B-3) districts.
 1. Building design shall exhibit architectural control which seeks to be creative and which best utilizes building lines, shapes, and angles to maximize architectural integrity.
 2. Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalum or unfinished aluminum buildings (wall or roofs), ~~and pole-type building materials~~ are not permitted as primary exterior building materials.
 3. At least 50 percent of all exterior wall finishes shall be comprised of any combination of at least two of the following materials:
 1. Brick.
 2. Natural stone.
 3. Glass.
 4. Stucco or stucco-like finishes.
 5. Architecturally enhanced pre-cast and cast-in-place panel, architectural concrete in combination with other permitted materials, painted steel siding, or other comparable or superior material approved by city council.

4. Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials that meet or exceed the quality of the primary exterior materials and shall be consistent with the building design.
 5. ~~A minimum of 20 percent of the facade facing the public right of way shall be glass.~~
 6. Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building, and shall be exempt from the requirement of windows on the side or back facades.
3. Building design requirements for Light Industrial (I) district.
1. Building design shall exhibit architectural control which seeks to be creative and utilize building lines, shapes, and angles to maximize architectural integrity.
 2. Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalum or unfinished aluminum buildings (wall or roofs), ~~and pole-type building materials~~ are not permitted as primary exterior building materials.
 3. Building exterior wall finishes shall be comprised of any combination of at least two of the following materials:
 1. Brick.
 2. Natural stone.
 3. Glass.
 4. Masonry stucco.
 5. Architecturally enhanced pre-cast and cast-in-place panel, architectural concrete in combination with other permitted materials, painted steel siding, or other comparable or superior material approved by city council.
 4. Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials comparable in grade and quality to the primary exterior materials.
 5. ~~A minimum of 20 percent of the facade facing the public right of way shall be glass.~~
 6. Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building, ~~and shall be exempt from the requirement of windows on the side or back facades.~~

From: Jack Davis
To: Aaron Berg
Subject: FW: Steel building construction
Date: Wednesday, June 7, 2023 12:46:38 AM

From: Timothy Miller <mmuskymn@yahoo.com>
Sent: Tuesday, June 6, 2023 2:48 PM
To: Jack Davis <jack.davis@ci.east-bethel.mn.us>
Subject: Steel building construction

Caution: This email originated outside our organization; please use caution.



Pole/Steel Construction

Sent exclusively to you from my private I-Phone .



Pole/steel construction



What is the life expectancy of a pole barn? ^

40-60 years

The Common Lifespan

However, the most commonly cited timeline is **40-60 years**. But, that doesn't mean that after 40-60 years your pole barn is guaranteed to lose function or no longer be standing. In fact, it is possible that with the proper care, pole barns could last upwards of 100 years.

Is it better to build with steel or concrete? ^

Steel has the highest strength to weight ratio among building materials, including concrete. Steel is eight times (8X) stronger than concrete in tension and shear; steel is resilient unlike concrete; and steel has better resistance to tensile, compressive, and flexural stress.

Dec 27, 2021

Brick is a more expensive material that is assembled one by one. The total cost of a brick project is increased due to the increase in labor. Brick structures don't hold up to weather as steel does. Depending on the weather, brick buildings will expand or contract.

Pole/Steel Construction



Pole/Steel Construction



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Dec 27, 2021

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Pole/Steel Construction

Pole barns for homes

Do pole barns appreciate in value? ^

But the size, quality and function make a big difference! **Many homeowners find that their pole barn can add \$10,000 or more to their home property value.** Often, the value can be 50-80% of the

property value. Often, the value can be 50-60% of the cost of the barn itself, making it one of the best return-on-investments you can make for your property!

Does adding a pole barn increase property value? ^

Whether you want to sell your land or keep it, it's fair to say that **by erecting a pole barn you will be significantly increasing your land's value**, and therefore, pole barns are a very effective investment decision. You will likely receive a lot of offers for your land when you put one up. Feb 2, 2023

Berg noted the property is zoned B-3 – Highway Commercial Business, which allows uses associated with general retail shopping. A-Blast, INC. was and is permitted to operate by Conditional Use Permit 2004-0015, approved on November 17th, 2004.

Berg stated the exterior storage is limited to essential business-related material as a condition of the permit.

Berg stated an amendment to the original CUP is required for the following reasons:

1. The business is a legal nonconforming use. This means the business is legal because a CUP was previously approved, however, current city code does not allow for this type of business in the B3 – Highway Commercial Business district; therefore it is nonconforming. City Council has the authority to determine if a legal nonconforming use can be expanded.
2. When a conditional use expands its footprint, an amendment to the original CUP is required.

Berg noted if the CUPA is approved, a site plan review is required prior to issuance of a building permit for new construction or additions to commercial buildings greater than 25 percent of their existing building footprint (Appendix A, Sec. 04, 12. – Site Plan Approval). The existing building footprint is 5000 square feet and the proposed addition of approximately 4700 square feet.

Berg requested the Planning Commission hold a public hearing and make a recommendation to the City Council approving the CUPA to the with the conditions set forth in Resolution 2023-XX.

Commissioner Plaisance moved and Commissioner Allenspach seconded to recommend to the City Council approval of Resolution No. 2023-28, approving the site plan review for the expansion of a legal nonconforming use at 21473 Johnson Street, NE, East Bethel, PIN: 08-33-23-34-0006. with conditions. Balfany asked any discussion? To the motion, all in favor say aye. **All in favor.** Balfany asked any opposed? That motion passes. **Motion passes unanimously.**

---> 6.0C Public Hearing: Proposed Ordinance Amendments

Berg presented the staff report stating at the April 3, 2023 City Council meeting, Council Members Jim Smith and Tim Miller recommended amendments to various city codes which are contained in the Zoning Code. Council directed staff to route the amendments to the Planning Commission for a Public Hearing and recommendation.

Berg recommended the Planning Commission hold a Public Hearing and make recommendations to the City Council on the proposed amendments.

Balfany opened the public hearing at 9:47 p.m.

There were no comments made.

Balfany closed the public hearing at 9:47 p.m.

Commissioner Balfany moved and Commissioner Hanschen seconded to open for discussion. Balfany asked any discussion? To the motion, all in favor say aye. **All in favor.** Balfany asked any opposed? That motion passes. **Motion passes unanimously.**

The Planning Commission held an in-depth and lengthy discussion regarding the proposed amendments to the Zoning Code. Following discussion and questions from staff, the Planning Commission reached consensus to recommended the following amendments:

Chapter 74, Section 74-95 - Subsection C: The Planning Commission was concerned this would dissuade owners from applying for any building permits. Therefore, the recommendation was to **strike**

“if a property owner” and replace it with “when a building permit or variance is applied for that affects the capacity of a subsurface treatment system”.

Appendix A, Section 14 - Subsection 5: Following discussion, the recommendation was to **remove Section 5a or just striking out the temporary storage for an agricultural zone.**

Section 24 and Section 28: **Due to the late hour, the Planning Commission reached no recommendation and will consider these two sections at their next meeting.**

5.0 Updates

Council Liaison Lewis asked if any of the Commissioners had seen last night’s Council meeting. He recommended the Commissioners watch it. He updated the Commission on recent Council actions.

Berg stated there would be a short Special Planning Commission meeting on May 9 to discuss a zoning request.

6.0 Adjournment

Commissioner Plaisance moved and Commissioner Allenspach seconded to adjourn at 11:02 pm. Balfany asked any discussion? To the motion, all in favor say aye. **All in favor.** Balfany asked any opposed? That motion passes. **Motion passes unanimously.**

Submitted by:
Kathy Altman
TimeSaver Off Site Secretarial, Inc.

He believed they added more character to the building and they had taken this to the next level. He stated they took the most expensive option and they are proud of that and the finished product.

Balfany stated this was a very beautiful building and was well put together. He asked the Commissioners if they were comfortable with what has been proposed and could they let Mr. Hillman move forward with the CUP application and Site Plan review.

Terry stated this looked good to him.

It was the Planning Commission's consensus to move forward with the CUP application and Site Plan review.

---> 5.0 Ordinance Amendments

Appendix A – Zoning

Section 24 – Exterior storage standards in the B2, B3, and Light Industrial Zoning Districts

Section 28 – Architectural standards in the B2, B3, and Light Industrial Zoning Districts

Berg reviewed staff's report stating at the April 3, 2023 City Council meeting, Council Members Jim Smith and Tim Miller recommended amendments to various City Codes which are contained in the Zoning code. Council directed staff to route the amendments to the Planning Commission for a Public Hearing and recommendation. At the April 25, 2023 meeting the Planning Commission discussed these after holding a public hearing.

Berg indicated due to the mixed levels of support and limited amount of time for discussion of the proposed revisions staff thought it was in the best interest to bring two of the Zoning Codes amendments back for further discussion and formal recommendation.

Berg noted the East Bethel Economic Development Authority (EDA) also reviewed the proposed amendments and have provided a review, which he outlined for the Commissioners.

Berg recommended the Planning Commission conduct further review and discussion of the proposed amendments and make a formal recommendation to the City Council.

Commissioner Reiter moved and Commissioner Johnson seconded to start a discussion on the Ordinance Amendments. Balfany asked any discussion? To the motion, all in favor say aye. **All in favor.** Balfany asked any opposed? That motion passes. **Motion passes unanimously.**

Hanschen stated if they went with the painted steel siding as an exterior finish for the new construction and then they looked at the EDA's concern. It appeared the EDA wanted this more defined. He believed this seemed too broad.

Reiter stated from what he understood, the worry was that pole barns would get built in the commercial district. He indicated it also appeared that Councilmember Miller had other ideas around what type of post frame buildings that he wanted to allow.

Terry asked if those were definable in a standard so that it is not misinterpreted by somebody that wanted to do the inappropriate version.

Berg proposed if they wanted to maintain an architectural standard, a quarter mile from the centerline of Highway 65 and then allow for an amendment to, or a change to the architectural standards. Outside of the quarter of a mile, they would still maintain a higher standard in the Highway 65 corridor for at least a quarter mile on each side of the center line. He noted that would allow for a lighter standard outside of a quarter mile. He indicated that way if someone wanted to start a business, there was little impact. He stated they someone wants to start up a

business outside of a quarter mile and work their way into the commercial industrial park and set up their architectural standard after they generate some employees and want to move to the Highway 65 side, they've upped their game and they have got more revenue coming in and can afford something with a little higher standard.

Berg stated that would be easily definable in the Code without making a lot of changes. He noted by putting that back in and by simply stating that these architectural standards were a requirement of anything with certain feet from the centerline of Highway 65, then they could lighten up the architectural standards for anything outside of that distance and allow for post frame construction stand-up concrete panels. They could make all kinds of changes that they want outside of that quarter mile that would simplify all of this.

Berg stated another potential simplification would be, as the EDA recommended, that anything served by sewer and water would be held to one standard and anything not serviced by sewer and water would be held to a different standard. He indicated that would then isolate where they had sewer and water. He noted the commercial park was the most desirable properties at this point for anyone coming in from out of town that could probably afford a higher value lot. He indicated a start-up business that did not have a lot of employees might not be able to afford the lot south of the movie theater, but they might be able to afford something a half a mile off where it was more reasonable.

Reiter asked would the City have to create a new zone. Berg responded they would have to rezone everything that was a quarter of a mile outside of Highway 65 as mixed use. He believed they wanted to avoid opening up the zoning map for a rezoning as well as the comprehensive plan changes, he believed that would get "real muddy." He indicated if they could just change the text in the Zoning Code saying the standards does not apply to anything outside of 1,320 feet of the centerline of Highway 65, either east or west, then can then add an amendment to the Zoning Code which included lighter standards for anything outside of that quarter of a mile.

Berg stated they could name whatever they want for construction materials, glass, siding, etc. without having to change the entire Zoning Code to accomplish something that they could accomplish in a couple of lines.

Balfany asked by changing everything in the Zoning Code, what else could be changed.

Terry believed Berg's second example was a better fit in that not everything on Highway 65 needed to be to that standard, and there were some properties where it would not apply, but the City sewer and water one zeroes in on those.

Berg stated his proposal was just two ideas. He indicated he would like to simplify this as much as possible to not only do the least amount of work for himself, but also so it makes sense and accomplish what the Council had in mind as far as changing things to open the door to more business.

Balfany stated he was going to defer to Berg's judgment a little bit on that since he was the one who sat down with the Councilmembers and he had a better idea of what those Councilmembers' intents were based on those conversations.

Berg noted that change wouldn't be limited to the commercial zone, the light industrial zone, or the mixed-use zone – it would be anything within a quarter mile.

Reiter stated a rural business would have to go outside that quarter mile (i.e. behind the Dollar General, a small gas engine shop could go in). Berg responded that would be close. He

indicated maybe the first two blocks off of Highway 65 would be a quarter mile.

Terry stated to him that makes more sense on the west side, but less sense on the east side where the standard was lower architecturally right now. He indicated that would limit the opportunity for a business to come in that would be compatible with what was there on that side and only allow the ones that wanted the higher architectural standard to be able to develop on that side.

Berg noted Terry was talking about a mixed-use zone, which has completely different standards than the industrial and commercial zones. He indicated there was a lot of flexibility there.

Terry pointed out where he was talking about and noted he did not see a business going in there that would meet the same standards as across the road. Berg stated the beauty of it right now was that it did not have to meet the standard because it existed in a non-conforming fashion. He noted they would be able to repair or potentially upgrade a little bit. He stated they would not be able to demolish and then rebuild to the current standards. He indicated he did not see an empty lot where Terry was indicating to be built on anyway. He stated something would have to be torn down to be rebuilt to whatever standard there was at that time.

Terry stated if a business wanted to reconfigure something to a different business, they were stuck or it was not a good option for them if they were held to that high of a standard which would not be fitting in with everything else.

Berg stated one oversight was they could not permit post frame construction, but they could also limit to what the exterior finish of post frame construction was to make it a higher standard. He indicated if they wanted to see cement stucco or concrete block on the front of something that was post frame, that could be accomplished; and then the back three sides of it could be steel siding or vertical panels. He indicated they could technically create a post frame building, finish the outside, and they would never know that it was a post frame building.

Berg stated a business was going to spend a lot more money trying to make it look like it was not a post frame building to try and meet some standards, but if money was not a limiting factor, they could make a post frame building look like a stick frame or steel girder building by how the outside was finished.

Reiter asked if it would have to be a quarter mile all the way up and not just in the water district. Berg responded they could define it with whatever recommendations they wanted, but it was easy to make text changes in the Zoning Code to allow for anything outside the 1,320 feet to be a different standard. He indicated they could limit it, but asked what would happen if a new sewer and water area came in and they have limited it to only the sewer and water district. Then things would need to be changed because the sewer and water had expanded. He did not think this was a good option.

Balfany noted they would lose for uniformity also.

Berg stated 1,320 feet did not change and they are either in or out. He stated they needed to look beyond the 1,320 feet also to determine what allowable features would they want.

Balfany stated if the intent was to give some greater flexibility, he was not opposed to that, but he believed there should be some architectural standards, which went a long way as opposed to radical differences from building to building next to each other. He thought it was more of a professionalism piece to it. He stated it helped with property values, with the look, and with the feel. He thought it was more inviting to consumers and customers.

Johnson agreed it would be a good idea to keep those standards tight with a quarter mile and to

not allow the pole buildings in that area.

Reiter asked her if she meant steel sided pole buildings or all pole buildings. Johnson responded pole buildings that were cited.

Reiter stated he had seen apartment buildings with laminated post frames, so they are pole buildings.

Balfany expressed concern about setting precedent and what this would open up. He stated they had to be careful about what was allowed. He indicated someone might have good intentions, but without clear rules and guidelines they could abide by, they might say once they met the minimums that the City could not stop them and they can do what they want to do.

Balfany stated he was grateful the EDA looked at this and shared their thoughts. He stated they needed to be careful and respectful to the City and the residents about what they are doing. He indicated as they were changing things again, they do not want the repercussions at the end, even going into this with the best intent.

Hanschen stated he was in favor at least if it is not the 1,320-foot standard that it is something very basic and simple versus splitting it between City sewer and water. He stated they were trying to paint a nice picture of East Bethel and he was in favor of having standards, but "let go of the reins a little bit" outside of that.

Balfany asked Plaisance if he had any opinions on this. Plaisance responded they were talking about reducing the corridor from half a mile down to a quarter mile for the standards, but he was thinking about all of the places in the City that are right on that half mile or just beyond the half mile where someone could potentially put up a pole building. He indicated they might or might not want that to be an option.

Plaisance gave an example of where the Senior Center was located in the water district and someone could buy the property across the street from the center, which was next to a church and put up a pole building. He did not believe the church would want this to happen. He stated if they drop the standards, then they could put up a pole building, which would be an eyesore. He gave other examples in the City where a pole barn could be put up next to existing businesses. He indicated he would be frustrated if he was one of those businesses and somebody was able to put up a pole building. He stated he was leery of making it a quarter mile.

Plaisance understood the idea that they are trying to get businesses that were just started and get them into a new building, but he believed they had to be careful about how they did that, particularly when they talk about the east side. He stated he wanted to leave this at the current corridor limits.

Berg stated that would be a mile and with some minor exceptions, no business or industrial zones could be outside of that area. He indicated after the mile, it all turned into multi-family residential, single-family residential, and then agricultural.

Terry asked what was the prime motivating factor to changing the standards. Berg pointed the Commissioners to page 72 of their packet and explained the first purpose was to increase the security of commercial industrial building in rural areas by eliminating the requirement for windows on the side and back of new construction which would give business owners greater flexibility to design their buildings to meet specific needs and enhanced security measures. The second reason, he stated, was to create a new section for the B.2.B.3 district which would allow the City to be more responsive to the needs of its diverse businesses by tailoring the building

design requirements to suit a unique characteristic and requirements of these districts. He noted this change would enable businesses to develop their properties in a way that was more in line with their needs while maintaining high architectural standards. He stated that was provided by Councilmember Miller as the reason for the proposed changes.

Balfany asked if any developers had asked for things to this extent. Berg responded developers would come in and ask what the City's standards were and they make a proposal that was close to the standards. He stated once in a while, he would get a call from a contractor who wanted to know what the zoning restrictions were for a particular parcel of property, but more often than not he received the response that that was okay and they could not do something.

Berg indicated most of the time though it did not have anything to do with the architectural standards, but rather it had to do with the intent or the nature of the business that they want to put in that location to make sure it matched the Zoning Code. He stated nobody has said to him that they could not come to the City because of a design standard.

Reiter stated he believed keeping some standards was important in some of the districts but keeping them too tight where a small business might be prevented from coming in might have some risk to that. He indicated if they keep small businesses out of the City what might happen was only large developments or businesses would come and then the City could not foster small businesses. He stated he did not want to see a bunch of corporations coming into the City and building parking lots. He noted changing the standards would be more attainable for small businesses and this was something they should think about.

Terry stated they also had businesses that were home occupations that they were trying to encourage to leave the home occupation because the business was getting too big for it and this might restrict their opportunity to find a place if it was too much to invest in a property that would work for them.

Johnson stated it seemed to her that the property along the highway was expensive anyway, and that the additional amount to build a non-pole building to her was insignificant. She felt that the pole buildings were not appropriate in that quarter or half mile. She indicated Plaisance had made a good point on the half mile.

Hanschen stated they want to encourage small businesses or even home occupations to move into this district and if they keep that standard as the highest standard they have, then there was a place for it if they kept it to that half mile. He indicated, however, if they did allow a margin such as a quarter mile that seemed reasonable, fair, and practical to him citing the curb appeal of Highway 65. He noted that would allow smaller businesses who could not afford the Highway 65 frontage to be there.

Balfany pointed out they needed to be respectful of all current property owner's businesses or residential when they are talking about doing this because it could potentially devalue some of the surrounding properties. He indicated they had done a lot of work and a lot of research over the past two Comprehensive Plans and this was what they felt at that time was an appropriate direction for the City.

Hanschen asked how vast was the difference between the architectural standards that were currently in place versus what they want to lessen them to. He asked for small businesses and home occupations trying to move up, was that going to hinder them.

Balfany believed there was more than one way to solve the problem. He indicated not every contractor needed to be on highways, so there might be a lesser valued property somewhere in one of the commercial properties along Viking. He stated there were other properties that had

located off the highway and had still been able to cater to small businesses.

Reiter asked if it would be appropriate to ask Miller about what his intentions were on the post frame buildings. Balfany stated they were going off the information they had to try and give a recommendation they were being asked for. He noted in the end it was their opinion and that was all they were offering.

Balfany did not see that bringing this to the quarter mile was going to move the needle much for what they are discussing. He did not see it accomplishing much.

Johnson asked if they had enough information to craft a recommendation.

Reiter asked if they should look at the rest of the changes, such as architectural enhanced precast. Johnson believed what they saw tonight was very beautiful.

Berg stated there was a difference between just cast concrete and concrete that was adorned or had some features to it. He indicated what they saw tonight met the current standard because they had not designed the concrete yet; it was not a straight up poured panel and they were trying to get the right features into it. He pointed out there were ways to make a concrete panel a bit more than a concrete panel.

Terry stated he did not know about the painted steel as that seemed vague to him. Hanschen asked if they needed more information on that, what was that going to look like, and could they set a standard on that.

Johnson stated it was very, very vague. She noted when they were doing their building, they could not do just flat siding and she believed it was up to interpretation of the person sitting in Berg's position right now.

Berg acknowledged there were differences in interpretation of the Code from his predecessors to him and how it was read was sometimes gray.

Balfany stated he would be okay with removing painted steel. Terry suggested that before they gave up on the painted steel (because it could be done well), to add some kind of language for implied design concerns when referring to painted steel. Then it might be up to interpretation, but the presenter would have to address that they are looking for something beyond just the bottom-line way of doing it.

Hanschen stated if he was interpreting it correctly, he believed that was what the EDA was saying also.

Balfany noted he did not see what they could do with steel beyond what had already been done and they see on a regular basis. He asked what would happen when somebody tried to sue the City when they could not build their building because the City defined this too much or they did not meet the Code.

Terry stated he could bring in a lot of examples of beautiful steel in construction, that was even higher end than anything they have seen, but it is how they allow it in there with language that implied thought had been put into it. He stated that would give more flexibility to a desire or builder to at least have an idea that they had not thought of.

Hanschen stated this was not designed architecture; it was just cheap metal and he believed the fence was up high enough to filter out weeds.

Johnson believed the verbiage in the first paragraph catches that.

Plaisance believed the building design should exhibit architectural control, which sought to be

creative, and utilized building line shapes and angles to maximize architectural integrity was just a statement of purpose and not an actual piece of standards that were to make the actual change. Johnson agreed and indicated to her this was not enforceable.

Terry indicated that was all the more reason to give painted steel a broader or more architectural definition because that was a control.

Hanschen suggested adding a section F to add more specific elaboration where they could expand on the steel siding.

Balfany asked what did that mean. Terry responded it meant was that for flat, plain steel or concrete they would not work, but something that has some creativity to it would be acceptable.

Balfany believed that left it too vague and he did not know what language they could use to make it definable enough. He indicated they needed to do this very carefully with respect to vagueness, but they also do not want it to be so defined that an owner could not do anything.

Hanschen asked if Balfany was open to receiving more verbiage to look at this. Balfany responded to him if they wanted to make these changes, removing the painted steel would solve it for now and if someone wanted to come and try to make an argument with it down the road, they had that option.

Reiter asked if Balfany was proposing to remove painted steel siding because he did not want that to be the primary feature. Balfany responded that was correct because that went back to the design standard less than fifty percent.

Reiter asked if they were all in agreement that the cast in panels look good. Johnson responded yes.

Balfany asked if they had a consensus on a recommendation.

Berg noted that was the difficulty when they started to pick this apart line by line. He indicated someone had an opinion about one and then there was a different opinion and he had not received a formal recommendation.

Section 28, Architectural Standards were discussed by the Commissioners, and the following consensus was reached:

Page 1, Section A.2 add to the beginning of section e) to read, “Architecturally enhanced pre-cast and cast-in-place panel, architectural concrete in combination with other permitted materials,...”

Page 1, Section A.2.4 “A minimum of 30 percent of the façade facing the public right-of-way shall be glass.”

Page 1, Section A.2.5 “All exterior sides shall be surfaced equivalent to the front of the building and shall be exempt from the requirements of windows on the sides or back facades.

Page 1, Add Section B to read:

“Building design requirements for Central Business (B-2) and Highway Business (B-3) districts shall exhibit architectural control which seeks to be creative and which best utilizes building lines, shapes, and angles to maximize architectural integrity.

1. Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalume, or unfinished aluminum buildings (wall or roofs) are not permitted as primary exterior building materials.

2. At least 50 percent of all exterior wall finishes shall be comprised of any combination of at least two of the following materials:

a) Brick.

Page 2, Section c.) 3) add to the beginning of section e) to read: “Architecturally enhanced pre-cast and cast-in-place panel, architectural concrete in combination with other permitted materials, painted steel siding,...”

Page 3, Section 6) c) add to the end: “and shall be exempt from the requirement of windows on the side or back facades.”

6.0 Updates

Council Liaison Lewis updated the Commission on recent Council actions.

7.0 Adjournment

Commissioner Reiter moved and Commissioner Balfany seconded to adjourn at 10:24 pm.

Balfany asked any discussion? To the motion, all in favor say aye. **All in favor.** Balfany asked any opposed? That motion passes. **Motion passes unanimously.**

Submitted by:
Kathy Altman
TimeSaver Off Site Secretarial, Inc.



City of East Bethel Economic Development Authority

Date: May 19, 2023

To: East Bethel Planning Commission

From: East Bethel Economic Development Authority

Subject: Proposed City Ordinance Change; Architectural Standards, Appendix A, Zoning, Section 28; EDA recommendation to the Planning Commission

At the request of EDA member Brian Bezanson and the recommendation of City Council, The East Bethel EDA reviewed City Ordinance, Architectural Standards, Appendix A, Zoning, Section 28 at their May 15, 2023 meeting for the purpose of providing comments to the Planning Commission as to impacts the ordinance amendment could have on economic development and marketing efforts of the City.

The EDA reviewed the summary points of proposed amendment which are:

- Allow painted steel siding as an exterior finish for new construction
- Eliminate the requirement for four sided architecture, particularly on the sides and rear building walls
- Combine the building design requirements for the B-2 and B-3 zoning districts in one section
- Allow architectural enhanced pre-cast and cast in place panels
- Change the standards for the percentage of glass required for the front building wall
- Remove the prohibition of post frame (pole buildings) construction in the B-2, B-3 and Light Industrial
- Create separate sections for MXU, B-1 and non-residential uses in residential districts, B-2 and B-3 districts and Light Industrial.

The focus of the discussion was what should be removed or modified and not details of any draft language or combination/creation of ordinance sections. The discussion attempted to compare the proposal for the change to the existing ordinance and what could be the resulting impacts of an ordinance revision to this section.

While the EDA feels there is a place for post-frame buildings they did have concerns regarding allowing these type of structures in areas served by city utilities. Their issues were:

- The visual impressions these type of buildings would have in areas like the Classic Commercial Park, future development between the 205th and 221st Ave and the 237th to 241st Ave segments of Hwy 65.

- The architectural compatibility needed to preserve property values for existing businesses and investments of new prospects.
- Ensuring the overall attractiveness of these areas to sustain the environment that existing businesses chose for their location and preserve the appeal of these areas for new business sites.

Based on the EDA's experience with business development, the Authority requests that the Planning Commission consider our recommendations regarding changes to City Ordinance, Architectural Standards, Appendix A, Zoning, Section 28. The proposed changes to the ordinance in their entirety would have a negative impact on economic development in the city, as it would alter the original intentions behind the purpose of the architectural standards. These standards were adopted to promote and create attractive and cohesive commercial/industrial zones that protect property values and investments and become locations that are compatible with and complimentary of their business neighbors. Should the proposed changes be approved and include those areas served by city utilities, we anticipate that property values could decrease and new businesses that residents favor would be reluctant to move to the city and invest the capital that would provide more services, broaden the tax base and increase the employment opportunities in these zoning areas.

The EDA recommends that this is a matter that needs further review to prevent any unintended consequences of the ordinance changes. They feel that options to consider could include but not be limited to:

- Ensuring the painted steel siding is further defined and has design elements that provides an acceptable finish feature;
- Where permitted, designate areas outside those served by city utilities with zoning changes or zoning text amendments that would allow this type of building construction;
- Allow of this type of use in areas that are compatible with surrounding properties and similar to the predominate style of construction of this type of building;
- Where permitted, developing Architectural standards for post-frame buildings;
- Continuing discussions to make certain that the secondary effects of this change do not have a negative influence on commercial/light industrial development in the city.

The EDA had no specific recommendations regarding four sided architecture, enhanced pre- cast panels as an exterior finish, percentage of glass for front building walls or the ordinance changes for combination(s) or separation(s) in the code section.

SECTION 28. ARCHITECTURAL STANDARDS

1. Purpose.

The purpose of architectural standards is to ensure the exterior of new construction and additions to existing buildings are well designed, detailed, and crafted to embody high standards of architectural designs **directly adjacent to Highway 65 while permitting alternative standards to encourage business incubation within the same zoning districts.**

2. Mixed use (MXU), limited business (B-1), central business (B-2), highway business (B-3), and non-residential uses in residential districts.

3. Properties located within 1,320 feet (one block) of the centerline of the right-of-way of Highway 65 shall meet the following architectural standards.

- A. *Building design.* Building design shall exhibit architectural control which seeks to be creative and which best utilizes building lines, shapes, and angles to maximize architectural integrity.
- 1) Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalum or unfinished aluminum buildings (wall or roofs), and pole-type building materials are not permitted as primary exterior building materials.
 - 2) At least 50 percent of all exterior wall finishes shall be comprised of any combination of at least two of the following materials:
 - a) Brick.
 - b) Natural stone.
 - c) Glass.
 - d) Stucco or stucco-like finishes.
 - e) Other comparable or superior material approved by city council.
 - 3) Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials that meet or exceed the quality of the primary exterior materials and shall be consistent with the building design.
 - 4) In the, MXU, B-1, B-2 districts and non-residential uses in residential districts, a minimum of 30 percent of the facade facing the public right-of-way shall be glass.
 - 5) In the B-3 districts, a minimum of 20 percent of the facade facing the public right-of-way shall be glass.
 - 6) Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building.

4. Properties which are located outside of 1,350 feet (one block) of the centerline of the right-of-way of Highway 65 shall meet the following architectural standards:

- 1) Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalum or unfinished aluminum buildings (wall or roofs) are not permitted as primary exterior building materials.
- 2) At least 50 percent of all exterior wall finishes shall be comprised of any combination of at least two of the following materials:

- a) Brick.
 - b) Natural stone.
 - c) Glass.
 - d) Stucco or stucco-like finishes.
 - e) Painted steel siding.
 - f) Architectural enhanced pre-cast and cast in place panel, or architectural concrete.
 - g) Other comparable or superior material approved by city council.
- 3) Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials that meet or exceed the quality of the primary exterior materials and shall be consistent with the building design.
- 4) Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building with the exception of a requirement of windows on the side or back facades.

5. Light industrial (I).

- A. *Building design.* Building design shall exhibit architectural control which seeks to be creative and utilize building lines, shapes, and angles to maximize architectural integrity.
- B. Industrial properties which are located within 1,320 feet (**one block**) of the centerline of the right-of-way of Highway 65 shall meet the following architectural standards. Where only a portion of the parcel lies within 1,320 feet of the Highway 65 centerline, the standards shall apply to the entire parcel:
- 1) Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalum or unfinished aluminum buildings (wall or roofs), and pole-type building materials are not permitted as primary exterior building materials.
 - 2) Building exterior wall finishes shall be comprised of any combination of at least two of the following materials:
 - a) Brick.
 - b) Natural stone.
 - c) Glass.
 - d) Masonry stucco.
 - e) Other comparable or superior material approved by city council.
 - 3) Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials comparable in grade and quality to the primary exterior materials.
 - 4) A minimum of 20 percent of the facade facing the public right-of-way shall be glass.
 - 5) Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building
- C. *[Architectural standards.]* Industrial properties which are not located **outside of** 1,350 feet (**one block**) of the centerline of the right-of-way of Highway 65 shall meet the following architectural standards:
- 1) Exterior wall surfaces of all buildings shall be faced with brick, stone, architecturally enhanced pre-cast and cast-in-place panel, architectural concrete, **or painted steel siding** in combination with other permitted materials or glass.

- 2) Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials comparable in grade and quality to the primary exterior materials.
- 3) Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building **with the exception of a requirement of windows on the side or back facades.**

6. Two-family and townhome dwellings.

Exterior building finish: The exterior of two-family and townhome dwelling units shall include a variation in building materials which are to be distributed throughout the building facades and coordinated into the architectural design of the structure to create an architecturally balanced appearance. In addition, two-family and townhome dwelling structures shall comply with the following requirements:

- A. A minimum of 25 percent of the combined area of all building facades of a structure shall have an exterior finish of brick, stucco, and/or natural or artificial stone.
- B. Except for brick, stucco, and/or natural or artificial stone, no single building facade shall have more than 75 percent of one type of exterior finish.
- C. For the purpose of this section, the area of the building facade shall not include area devoted to windows, entrance doors, garage doors, or roof areas.
- D. No more than three buildings within 300 feet of each other shall consist of the same building facade.

7. Exceptions.

- A. The proposed building maintains the quality and value intended by this section.
- B. The proposed building is compatible and in harmony with other structures designed by standards in this section within the district.
- C. The design exceeds the intent of the ordinance.
- D. Any building is subject to denial that does not meet architectural excellence as determined by the planning commission and the city council.

8. Site plan review.

A site plan review is required for new construction, additions, and changes to existing buildings according to Section 04. Applications and Procedures. Each building design will be reviewed for at least the following considerations:

- A. Appropriate location of structures on the site with relationship to other amenities, restrictions, adjacent land usage, etc.
- B. General massing, roof treatments, proportions and quantity of exterior openings.
- C. Use of exterior materials as they relate to adjacent structures, and their impact on the quality and character of the immediate area.
- D. Screening of mechanical equipment, tanks, loading decks, refuse handling, ancillary equipment, etc., whether on the roof or on the site.